



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance), 7pm on Thursday 16th November 2023

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Chris Parker, Helen Donnan, Will Thomas, Neil Feist, Andrea James, Rhys Jenkins, Mark Steer, Janine Turner, Joanne Miller, Robert Lewis-Watkin JP, Tracy Allen.

Apologies: None

Absent: Geraint Hopkins JP.

Clerk to the Council: Leigh Smith

Deputy Clerk/RFO: Lisa Phillips

2 members of the public.

2023/264 Welcome and Apologies.

The Chair welcomed all to the meeting.

2023/265 Disclosures of personal and/or prejudicial interests

Cllr Neil Feist declared a general personal interest being a member of Cycling UK

2023/266 process with regards hybrid meetings

RESOLVED

Immediately following the agenda item allowing members of the public to speak, for members of the public to have their cameras turned off and to be muted at all times. *Those members of the public in attendance who wish to speak can indicate that they wish to do so by turning on their camera and*



raising their hand, or raising their hand electronically during the public speaking section).

RESOLVED

- For all Councillors set their screen-name as "Cllr firstname secondname" or the Welsh equivalent prior to the meeting starting. The Clerk to facilitate this if necessary.
- For the screen-name for the meeting to be amended so far as possible to include the names of Councillors present.
- For Councillors attending in person to be provided with a place card with their name on.
- For all Councillors to remain muted until invited to speak by the Chair of the meeting.

2023/267 Public speaking

None

2023/268 Minutes of ordinary meeting 19th October 2023

RESOLVED

To approve the draft minutes of the Ordinary meeting of Council held on 19th October 2023 as a true and accurate record.

2023/269 Matters arising

None

2023/270 Action plan

Noted

2023/271 Correspondence

Noted

2023/272 Crime report

Noted.

2023/273 Expenditure October 2023.

RESOLVED



To approve expenditure for October 2023 shown in payment schedule 'Appendix 6'

2023/274 Income and expenditure for 'The Pantry'.

Noted.

2023/275 Recommendations of the Audit Committee held on 24th October 2023

RESOLVED

A2023/021 To approve the bank reconciliations for Quarter 2, 2023.

RESOLVED

A2023/022 To authorise the RFO to make the regular and routine payments listed in the schedule provided without further recourse to Council until the next Annual Meeting, and to set up direct debits for those payments indicated.

RESOLVED

A2023/023 Year to date spend v budget noted. To approve virements from general reserves presented in the schedule provided.

RESOLVED

A2023/024 To approve the draft revised financial regulations, version 4 on the following basis:

a) That for clause 2.1, the red text be adopted as the final wording of the clause. That is, On a regular basis, at least once in each quarter, and at each financial year end, the Audit Committee shall be presented with bank reconciliations for all accounts produced by the RFO. The RFO will highlight any unreconciled items or other anomalies. The Committee shall, by resolution approve the reconciliations as evidence of verification.

b) That for clause 11.3 e) the values in green text be adopted as the final wording of the clause. That is,

- i. is £45,000 or greater, a formal tendering process must be followed as set out in Regulation 12
- ii. is less than £45,000 and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply.



- iii. is below £1,500 and above £250 the Proper Officer shall strive to obtain 3 estimates of the cost of proposed supply.
- iv. Otherwise, Regulation 10.3 shall apply

RESOLVED

To grant Llanharan Primary School £160 for the purpose of providing transport to St Peter's Church, Brynna for year 6 to attend their Christmas Experience.

RESOLVED

To grant the Mid Glamorgan mixed choir £150 for a contribution towards the renting of Llanharan Minder's Welfare Hall

RESOLVED

To grant Brynna Football Club (Senior section) £1,000 towards the general running costs of the club. i.e. New kit, new balls, first aid etc...

NOT RESOLVED

To appoint KLG Services as the internal auditor for 2023/24 and to schedule an internal audit for June 2024. The matter to be deferred to a future meeting.

2023/276 Grant application from Bryncae Football Club (Seniors)

RESOLVED

To grant Bryncae Football club £1,300 for the reasons stated in the application.

2023/277 Purchase of Christmas trees

RESOLVED

The officers authorised to spend up to £1,900 comprising £1862 as per the cheapest quote provided to date plus a small contingency. This authorisation is valid provided that no further quotations received before ordering are more than 10% cheaper than £1862 and that supplier can satisfy the delivery requirements.

2023/278 Members reports

Cllr Janine Turner

I recently spoke to the contractors carrying out the work to install the pedestrian crossing on Llanharan Square. They informed me that they



expected work to be completed within 2 weeks. Some extra work is required due to the level of water in the underlying watercourse. Resurfacing work will take place this Sunday with a further weeks-worth of work to take place afterwards.

Cllr Mark Steer

The dog waste bin in Brynna was not emptied for 2 weeks. I have reported it to RCT and requested that a larger bin be located there. I received reports that the footpath adjacent to Llanharan Cemetery was damaged. I attended the site and can report that whilst there is some damage to the asphalt and some potholing, the extent of the damage does not make this an urgent issue. I will ask that this be considered by the ORA Committee on 7th December. The Network Rail Trenos crossing bridge construction is progressing. They are currently cutting and chipping vegetation on the northern side of the track on the Brynna woods side and whilst the area is a bit of a mess work is progressing.

Cllr David Evans

Regarding the advertised road closures to complete the pedestrian crossing on the square. I know that this weekend the road will not be closed.

Cllr Andrea James

As chair of the fireworks working group I would like to report on the event and feedback we have received following it. Meetings have been held with LCDP and LRGT. In excess of 2215 people attended the event which is reasonable given the fact that Pencoed held their event the same night and the poor weather conditions. Feedback seems to be that the low-noise fireworks used during the display were disappointing and LCDP reported that a number of attendees left after around 10 minutes of the display. I would point out that LCDP did advise us that this might be an issue when the silent fireworks were commissioned. There were some further issues with the display, particularly that a number of fireworks failed to ignite as the conditions were so wet, despite precautions having been taken to avoid this.

The fireworks working group would like to organise a poll on social media in order to gain views from the community on whether to commission low-noise fireworks in the future.

Other issues during the event were some unauthorised bucket collections by Lions club volunteers which was stopped quickly, issues around some rubbish not cleared away after the event and some unaccompanied children



There were some comments on facebook regarding members of the public not being able to get in. LCDP report that some families did turn up at 7.05pm but they were let in and there was no one left outside after the gates were locked. There were also some reports of unaccompanied children which may need to be looked at next year.

Cllr Will Thomas

A comment on the construction of the pedestrian crossing on the square. I am not sure the project has been managed very well. The first thing that was done was to close the only existing crossing on the diagonal which has left people wandering around on the middle of the road trying to cross. There is nowhere for people in wheelchairs or scooters to access a drop kerb as the drop kerb was removed and barriers placed across the access point.

2023/279 Recommendations of the CIL Committee meeting held 15th November 2023.

RESOLVED

To defer the matter of considering costs for placing a legal charge on properties to a future meeting to allow further investigation to take place.

RESOLVED

To defer to a future meeting of the Committee, consideration of whether the lane from Bridgend Road to Parc View should in principle be further investigated for potential CIL spend. Members to approach RCTCBC informally to investigate options

RESOLVED

That the final use and interior for the K6 telephone box be determined as a defibrillator housing with the associated internal and external fittings and configuration. This option being considered an appropriate use of the kiosk remaining relatively maintenance-free, would not require curating and would be in keeping with the signage that would be fitted in the vision panels. Total cost estimated at £5,200.

RESOLVED

To defer the matter of approving spend from CIL, and other arrangements associated with the Section 185 agreement to be made with Dwr Cymry/Welsh Water regarding the sewer diversion on the Memorial Garden to a future meeting, pending the receipt of information requested from Vale consultancies.



RESOLVED

To approve updated costs from CIL associated with the scoping design for the proposed Ewenny stream bridge and to authorise officers to spend up to £5000 to produce the scoping design. Comprising £4250 quoted plus £750 contingency for any extra work (billable at £90/hour). To supersede resolution 2023/191 giving authorisation for up to £4,000 of spend.

RESOLVED

To approve a request from Llanharan OAP to purchase items listed in their written request under the umbrella of the grant made for the refurbishment of the hall and within the originally granted amount of £74,925 but excluding the request for white goods to the value of £1,587. The white goods to be subject to the normal general grant application process should any application be received.

RESOLVED

To remove project LCC22/BFC1 'Brynna FC Dugouts referb' from the Active Project list and CIL123 lists, the application having been withdrawn by the applicant.

RESOLVED

To amend the CIL 123 list and Active Project list to amend the forecast costs for LCC19/07 Memorial Garden/Garage from circa £85,000 to circa £120,000 given sewer diversion costs and the likelihood of price rises.

RESOLVED

To allocate funds and reintroduce project LCC22/04 'Improvements to equestrian access on Bridleway PSM40/4 Bethlem view to Brynna Woods' to the Active Project list and to proceed with the project and authorise officers to spend up to £1,000 of CIL funds.

2023/280 Virement from general reserves to budget line 4800, 'Rights of Way' to fund the project to carry out improvement works to the surface of PROW PSM40/4 from Bethlehem View to Brynna Woods

RESOLVED

The matter having been dealt with by the previous agenda item, to consider the item moot.

2023/281 Casual vacancy and process for co-option

RESOLVED



To approve the process and forms presented to the meeting with the following amendment:

To replace the phrase, "Councillors will have the opportunity to question candidates"

With

"Councillors may submit questions in writing to the Clerk only to seek clarification on answers given in an applicant's application form. Any questions submitted and found to be in order by the Clerk are to be asked by the Chair of the Council (or the chair of the meeting should they be absent). All questions to be submitted in writing to the Clerk at least 24 hours prior to the start of the meeting".

2023/282 Festive lights. Timings of illuminations.

RESOLVED

Timers on festive light controllers to be set to come on at 4pm and to go off at midnight with delegated powers given to the Clerk to make any alterations on individual timers where circumstances dictate this to be necessary.

Note: The Council also requested that the provider be requested to turn on the festive lights on 1st of December rather than 11th December as contracted. The Clerk agreed to make the request.

2023/283 Update on LCC22/BW1 Decorative sculptures and art works at Brynna Woods.

Noted.

2023/284 Planning

RESOLVED

For the Clerk to write to RCTCBC planning department regarding Acolaid case 23/0739/10 (Gelli Fedi Farm) requesting that swift bricks and/or swift boxes are installed in the new build section of the development, being easy to achieve and of low cost.

RESOLVED

For the Clerk to write to RCTCBC planning department regarding Acolaid case 23/0739/10 (Gelli Fedi Farm) with the following comments, "The Community Council has concerns that in effect the application constitutes the creation of a separate dwelling".



2023/285 Investigate feasibility and details of employing a part time project officer for the financial year 2024/25 and beyond.

RESOLVED

To direct the HR Committee and Audit Committee, in conjunction with the Clerk to examine the feasibility and details of employing a Project Officer.

2023/286 Venues and other arrangements for future Council meetings.

RESOLVED

For the Clerk to investigate the feasibility of holding hybrid meetings at other locations and to present a paper to a future meeting of the Council.

2023/287 Urgent information and suggestions to the Clerk for future agenda items.

None.

There being no further business the meeting closed at 8.25pm

The next scheduled meeting of Full Council will be held on 21st December 2023

Councillor David Evans

Chair of the Community Council

Appendix 1

Matters of process around Hybrid meetings

It has been raised by a number of members that during online and/or hybrid Council meetings that it can be difficult for members of the public to identify members of the Council (or members of the relevant Committee).

That is, to identify them by name and to distinguish them from members of the public.

It can also be difficult to count the votes of councillors when there are a number of members of the public in attendance.

In line with procedures used by RCTCBC, the following is proposed:

Motion.

- Immediately following the agenda item allowing members of the public to speak, for members of the public to have their cameras turned off and to be muted at all times.
(Note: The Local Government and Elections (Wales) Act 2021 allows all those members of the public present to make representations about any business to be discussed at the meeting, unless doing so is likely to prejudice the effective conduct of the meeting). Those members of the public in attendance who wish to speak can indicate that they wish to do so by turning on their camera and raising their hand, or raising their hand electronically during the public speaking section).
- To request that all Councillors set their name as "Cllr firstname secondname" or the Welsh equivalent prior to the meeting starting. The Clerk to facilitate this if necessary.
- For all Councillors to remain muted until invited to speak by the Chair of the meeting.



LLANHARAN COMMUNITY COUNCIL

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The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Chris Parker, Helen Donnan, Will Thomas, Neil Feist, Andrea James, Rhys Jenkins, Mark Steer, Janine Turner, Joanne Miller, Geraint Hopkins JP, Robert Lewis-Watkin JP.

Apologies: Tracy Allen.

Absent: Cllr Parmindra Pannu.

Clerk to the Council: Leigh Smith

Deputy Clerk/RFO: Lisa Phillips

Katie Evans, Jolene Allen, Llanharan Community Development Project (LCDP)

4 members of the public.

2023/237 Welcome and Apologies.

The Chair welcomed all to the meeting.

RESOLVED

To accept Councillor Tracy Allen reason for absence proffered with their apology as a valid reason for absence.

2023/238 Disclosures of personal and/or prejudicial interests.

Cllr Neil Feist declared a general personal interest being a member of Cycling UK and an allotment tenant.

Cllr Neil Feist declared a personal and prejudicial interest regarding agenda item 25 (Minute ref 2023/261)



2023/239 Public speaking

None

2023/240 Minutes of ordinary meeting 21st September 2023

RESOLVED

To approve the draft minutes of the Ordinary meeting of Council held on 21st September 2023 as a true and accurate record.

2023/241 Matters arising

None

2023/242 LCDP general grant application and accompanying presentation.

A presentation was given by Katie Evans and Jolene Allen of LCDP to accompany the formal application submitted.

RESOLVED

To grant £25,000 to LCDP for financial year 2023/24 for the reasons set out in the application submitted. (Summarised as, to support the provision of a cook for the community café and to support the Happy dayz support group)

2023/243 Wildlife Trust of South and West Wales general grant application

RESOLVED

To grant £10,000 to The Wildlife Trust for South and West Wales for financial year 2023/24 for the reasons set out in the application submitted. (Summarised as, to support staffing costs for guided walks, tools training and equipment for volunteers, surveys and monitoring, infrastructure maintenance and provision of an interpretation board)

2023/244 Action Plan

Noted

2023/245 Correspondence

Noted



2023/246 Members reports

Cllr Geraint Hopkins

I welcome the installation of the railway crossing bridge, there will be several more weeks of disruption as it is completed and also to allow a crossing to be installed at the square. The crossing has been planned for many years and I welcome it. I have had no direct control over the work on the bridge but I have to say that that I, along with many in the community have been very frustrated with the length of time this has taken. Not all of the issues have been within RCT's control. Regardless I wish to mark the event as a milestone in the history of the village.

Cllr Janine Turner

I welcome the placement of the bridge. I held a meeting with RCT and other key stakeholders recently regarding the future development of the Llanilid fields, a variation of the planning will be submitted soon, I am hoping for concrete news in the coming weeks.

Cllr Mark Steer

Progress on the sculptures has been made in Brynna woods. The outdoor classroom and teacher's seat have been installed and look fantastic. Chris Wood the artist is currently working on a miner's lamp with an installation date to be decided. The Trenos crossing closure is now in place having taken effect last Friday afternoon. I did witness that a member of the public had somehow crossed the line and have reported this to both Network Rail and British Transport Police. On Wednesday morning I spoke to the company carrying out a topographical survey for our Eweny Bridge project and it appears that the test core drilling has also taken place. The dog waste bin the western end of Brynna Woods was not emptied again, I reported this and it was then emptied. The route 1 walking leaflet is progressing well and I have further meetings next week. I also had a meeting with landowners recently which was productive. I also recently met with a local resident who uses a mobility scooter, principally with regards to the gates at our Meadow Rise open space and we discussed potential changes and also some other issues in the local area.

Cllr Chris Parker

There have been some reports regarding nuisance use of motorbikes and quad bikes around Tan Y Bryn that I have passed on to Councillor Turner. As part of the working groups looking into the potential for a pump track and the



upgrade of the skatepark, Cllr Evans and I met with young people at the LCDP youth club to discuss proposals. We got very useful feedback and ideas. This has now progressed a stage further and fed into conversations with others including officers of RCTCBC. I will need to arrange a further meeting.

Cllr David Evans

Regarding the upcoming work to install a crossing on the square, there will be some significant diversions put in place, more information will be released shortly which can then be shared on social media.

2023/247 Crime Report

Noted

2023/248 Expenditure September 2023.

RESOLVED

To note and approve expenditure for September 2023 shown in payment schedule 'Appendix 7'

2023/249 Audit Committee meeting held on 17th October 2023

The meeting was inquorate and rescheduled.

2023/250 Progress on banking mandate signatories, internet banking signatories and PSDF signatories

Noted

2023/251 Replacement of Office Printer

RESOLVED

To authorise the officers of the Council to sign a lease for a printer/scanner/copier on the following terms:

A brand new Sharp MXC303W in stock at the cost of £32.38 +vat per month on a 5-year lease. This model will be covered by a cost per copy agreement which covers the Council for toner, labour, parts and servicing at the cost of £0.003per mono sheet / £0.03 per colour sheet. No delivery charge, no admin or setup fee.



2023/252 Partial advance payment to LCDP for the fireworks display

RESOLVED

To process an advance payment (following receipt of an invoice) to LCDP in the sum of £4010.00. Note: This is not an additional cost, it is an advance to be deducted from the final cost after the event.

Cllr Neil Feist wished the minutes to reflect that he voted against this motion.

2023/253 Royal British Legion donation

RESOLVED

To donate £60 to the Royal British Legion in lieu of purchasing Remembrance Day wreaths, given that the Council now has plastic, re-useable wreaths and so no purchase is necessary.

2023/254 Recommendations of ORA Committee meeting, 3rd October 2023

RESOLVED

ORA2023/071 Quotations to fell trees at Meadow Rise open space and Bridgend Road allotment site.

To accept the quote from Miskin Tree Services to carry out work identified in the tree survey in February 2023 and to fell the extra tree identified that overhang the public highway.

To accept the quote from Miskin Tree services to carry out the work identified to fell and to cap the tree on Pam Evan's allotment plot and to fell and cap the trees on the adjacent plot.

Further quotations were not obtained due to the fact that the work is considered relatively specialist, the quality of the vendor's work being known as satisfactory, and the prices obtained being considered reasonable.

To authorise the proper officers to engage Miskin tree services and spend up to £2,000 which includes a £100 contingency for any unforeseen extra ancillary costs.

RESOLVED

To refer the following matter to the CIL Committee for further consideration: ORA2023/077 RCTCBC update on Brynna Woods/Bethlehem View bridleway) PSM40 - anti slip surfacing and motion to improve the surface without landowners consent. For the Clerk to write to the landowner informing them that it intends to carry out improvement works to the surface of the PROW under section 62 of the highways Act 1980 and for the Clerk to arrange such works within the powers allowed under that act as previously resolved under



minute reference 2022/050 but for the Community Council to decide upon the colour of the surface and to authorise the spend of up to £550 of CIL funds to allow for any price increases that may have occurred since the original resolution.

2023/255 Recommendation of Community Engagement Committee meeting, 5th October 2023

Noted.

2023/256 Working Group to investigate the holding of a Community Awards Ceremony

RESOLVED

To form a working group, terms of reference to investigate the feasibility and details of holding a Community Awards Ceremony in financial year 2024/25, reporting to the Community Engagement Committee. Membership comprising Cllrs David Evans (Chair), Neil Feist, Chris Parker, Rhys Jenkins.

2023/257 Resolutions and recommendations of HR Committee meeting held on 11th October 2023

Resolution noted.

2023/258 Acceptance of bridleway clause in proposed lease of Bryncae Community Centre as part of Community Asset Transfer

RESOLVED

To refer the matter to the 'Bryncae Community Centre CAT Working Group' and to instruct it to liaise with RCTCBC and request an updated draft lease including the proposed wording relating to the bridleway and to report back to Council.

Cllr Neil Feist wished the minutes to record that he voted against this motion.

2023/259 Planning

Noted.

2023/260 To exclude the press and public

RESOLVED

To exclude the press and public from the meeting by virtue of the Public Bodies (Admission to Meetings) Act 1960, on the basis that with regards to the next 2 agenda items (minute reference 2003/261 and 2003/262), disclosure



thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Specifically with reference to Part 12 of LGA 1972 Schedule 12A.

Cllr Neil Feist left the meeting prior to consideration of the following item of business, having declared a personal and prejudicial interest in the matter.

2023/261 Eviction notice to a plot-holder on Jubilee Street allotment site

RESOLVED

To evict the tenant from plot 13 of Jubilee Street allotments under the following clauses of the tenancy agreement.

Clause 5

- a. The Tenant shall keep the Allotment in a good state of cultivation and not allow it to become overgrown with weeds.*
- b. The Tenant must ensure that general rubbish or building materials are not deposited or dumped anywhere on the site and that the Allotment is kept in a reasonably tidy condition.*

And for the tenancy to be terminated on the following terms:

12. Termination of Tenancy

- c) The Council may also terminate a tenancy in any of the following ways:*
 - iii) One month's notice to quit if the Tenant is not duly observing the conditions of the tenancy.*

The Clerk to write to the tenant issuing notice and to affect the eviction accordingly.

Cllr Neil Feist returned to the meeting after consideration of the previous item of business.



2023/262 Informal negotiations with LRGT on the potential lease of land adjacent to Bryncae Community Centre.

RESOLVED

To approve the terms informal negotiation as presented in the confidential paper 'Appendix 18, informal negotiations RE potential lease of land adjacent to Bryncae Community Centre'.

2023/263 Urgent information and suggestions to the Clerk for future agenda items.

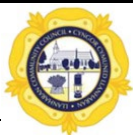
None.

There being no further business the meeting closed at 9.25pm

The next scheduled meeting of Full Council will be held on 16th November 2023

Councillor David Evans

Chair of the Community Council



Llanharan Community Council - Master Action plan 13.11.23

Action no	Date added	Category	From	Action	Notes	Status	Owner
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/107	22.1.2021	Full Council	Full Council	Jan full council action - 2020/107 Public Speaking a) A member of the public requested to speak on a matter arising from item 8 – Budget 2021-22 - hanging baskets, planters and Christmas lights. RESOLVED That Officers of the Council will discuss with businesses, in order to gauge public interest in sponsoring council xmas lights.	Not started. This action to be deferred.		LS
2020/118	22.1.2021	Full Council	Full Council	Jan - Full Council action - 2020/118 CorrespondenceThe meeting noted a letter received from a local resident, listing suggestions for possible uses of a piece of land at the bottom of Harold Street, Llanharan. RESOLVED - a) To commission a survey requesting ideas for future usage of the land. b) To follow up with RCT regarding the possibility of the Community Council purchasing or leasing the land.	a) Cannot proceed with survey until land purchase progresses. b) Emailed RCTCBC in May 21 - Response that no decision yet made. Jan 2023 Cllr Evans reports that RCTCBC are now actively considering this for disposal.		LS
2020/231	19.2.2021	Full Council	Full Council	RESOLVED - Officers of the council to develop a Service Level Agreement in collaboration with the LCDP and to arrange annual reporting to members.	In progress		LS
2021/138	31.10.21	Full Council	HR	2021/138 HR Support RESOLVED To delegate authority to spend up to the value of 10 hours of specialist HR support at a cost of £57/hour to the Clerk in relation to the particular issue discussed. And to Delegate authority to spend to the value of up to a further 10 hours at a rate of £57/hour to the HR Committee in relation to the same matter.	In progress. Supported by resolutions Oct 23.		LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/035 Steps in the alley between Bridgend Road and Parc Bryn Derwyn.(SIC Parc View) RESOLVED – That the Project Officer/Assistant Clerk approaches the Land registry to discover the due process to claim ownership of the lane and steps so that the Community Council can maintain them.	Contacted Land Registry on 16 Feb 22. Ref 220216-321997. Awaiting response. Application form obtained and to be completed. Superseded by a subsequent resolution to attempt to register the land (2022/233)	Completed	LS
2021/105		Full Council	CIL	2021/105 Method of funding CIL LCC21/14 'RBL Poppy shed'. RESOLVED For Llanharan Community Council to purchase the container and arrange all ancillary works to the value of £19,500 (net) from CIL funds. The Community Council to pay and reclaim the VAT in the usual manner.	Order placed Jan 22. Cabin ready for delivery, awaiting RBL to arrange. Canin delivered June 22. Formal lease required. Some minor works to be completed. Awaiting invoices from RBL.		LS

2021/105		Full Council	CIL	RESOLVED The container to then be leased to the Llanharan branch of the RBL at a peppercorn rent for an appropriate period designed to reflect the useful life of the container (30 years).	Lease to be prepared.		LS
2021/105		Full Council	CIL	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.			LS
2021/013	20.1.22	Full Council	ORA	RESOLVED The Clerk to gather background information and carry out a feasibility study (Christmas decorations) with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas:	Removed as considered moot. Comes under auspices of CEC	Completed	LS
2021/014	20.1.22	Full Council	ORA	RESOLVED To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.	Form working group. On agenda of FC meetings until resolved. On hold pending TOR for the newly formed Community Engagement Working Group formed in May 23. Item considered moot	Completed	LS
2022/015	20.1.22	Full Council	CIL	RESOLVED To add the potential project 'Improvements to the Welfare Field Shower Block' (Already on CIL123 list) to the Active Projects list for scoping and further investigation.	Added to list - Scoping project. Presented to March 22 CIL Committee. On hold. Removed from active project list.	Completed	LS
2022/039	18.2.22	Full Council	Audit	RESOLVED The Clerk to take such action as necessary to obtain a price of between £5000 and £3000 for the green tractor. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.	Find logbook Advertise in appropriate channels. On hold pending report on Red tractor and developments RE Cut and collect.		LS
2022/050	18.3.22	Full council	ORA	ORA2022/012 Bridleway PSM40/4, approach to Brynna Woods from Bethlehem view. RESOLVED That pending formal approval from the landowners, as described in the accompanying paper, a non-slip surface material be overlaid over the asphalt in a 1.5m wide strip from the joint on the drain cover to the joint in the road. The colour to be chosen by the landowner and approval given to spend £450 from CIL funds for the project with the project to be added to the CIL123 list and Active Project list.	Proceed. Booked for completion early October. Clerk to reconfirm with landowner consent given. Consent withdrawn by landowner Oct 22. RCTCBC ROW investigating options. Added to CIL lists Note: The landowner has withdrawn consent. On hold. Raised with RCTCBC. Potentially request a letter in pursuance of the above, stating that the CC has received complaints about the suitability of surface for users and will be laying a non-slip material, the CC has been authorised to carry out these works by the Council as the relevant highway authority responsible for the bridleway. Awaiting further resolutions Nov 23		LS
2022/051	18.3.22	Full Council	CIL	RESOLVED That the Clerk obtains reports on the condition of the roof, drainage and water/heating system & boilers and the electrical system as deemed appropriate and the Clerk authorised to use council funds as appropriate to commission these reports, allocating from CIL funds if found to be in scope.	On hold. Removed from Active Project list	Completed	LS

2022/051	18.3.22	Full Council	CIL	RESOLVED That quotations for the repair/replacement for the items identified in the report (Appendix Five presented to CIL Committee Wednesday 9th March 2022) and from subsequent inspections and reports be obtained.	Quote for Legionella actions received June 23, chasing fire report quote. June 23. Capital works all complete. Work on monitoring system to be done.		LS
2022/051	18.3.22	Full Council	CIL	RESOLVED That the responsibility for ensuring statutory compliance for the shower block, including arranging statutory inspections and for the appropriate rectification of any defects identified be taken on by the Clerk. To ensure the compliance with legislation and the maintain the validity of insurance cover.	See 2022/051. Plus adequate documented monitoring regimes to be put in place with audit control. Legionella and Fire RA carried out and all hardware recommendations satisfied. Monitoring regime to be improved.		LS
2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/027) 'Garage & Memorial Garden project' To apply to divert the sewer identified on the site. Furthermore, to obtain costs to engage Welsh Water to carry out a diversion design and to carry out all works.	In progress. Tender process required for sewer diversion work. Tender awarded	Completed	LS
2022/083	22.4.22	Full Council	Full Council	2022/083 Spend from CIL funds relating to the sewer diversion on the Memorial Garden/Garage project. RESOLVED To approve a spend of up to £7,500 from CIL funds to allow the Clerk to arrange such work as appropriate. Actual spend to be reported to council monthly in the usual manner.	In progress. Design completed and submitted to RCTBCB SuDs and Welsh Water in June 22. Tender issued July 23. Awaiting formal S187 agreement.		LS
2022/098	20.5.22	Full council	Full Council	To be altered - Minute 2022/090 Welcome and Apologies. Apologies for absence were received from Councillors Janine Turner, Jeff Williams, Helen Donnan and Daniel Morelli. To be altered. Many of those councillors are no longer seated and so this is incorrect.			LS
2022/108	22.5.22	Full council	CIL	2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.			
2022/106	22.5.22	Full council	Full Council	RESOLVED That the Clerk draws up a memorandum of understanding with RCTCBC corporate estates outlining which elements of statutory compliance and/or building maintenance would be covered and over what period. The memorandum of understanding to cover statutory items only and to exclude general maintenance and repairs. This to be presented to a future Council meeting for resolution.	Written to but no response received. Have nudged June 22. Nudged 12.8.22 RCT have stated they are happy to do so following the signing of the lease. Note: LCC have resolved to take on their own contracts.	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears on private land. And/or keep a list of contractors who may be able to assist private landowners.			

2022/156	22.7.2022	Full council	CIL	RESOLVED CIL2022/038 Youth shelters. That a project for the provision of youth shelters be added to the CIL123 list and Active Project lists and that the Clerk and Chair of the CIL Committee make further investigations into feasibility, cost etc... and present a comprehensive paper for the consideration of the committee at a future date.	Contacted LCDP to engage on consultation process. 11.8.22. Met on 8/9/22 with LCDP. Cllr Turner to progress. On CIL 123 list. Removed from Active project list.	Completed	
2022/157	22.7.2022	Full council	Audit	RESOLVED To grant Brynna FC the amount of £708 for the reasons specified in the application. (broadly, general running costs). The Clerk to clarify whether CIL could be used for the repairs to the dugouts and if so to inform the club of the CIL grant application process	Clerk still awaiting clarity from RCTCBC on CIL status. Chased Sept 22 This project IS applicable for CIL as confirmed by RCT. Instruction to pay issued 22.6.23 from CIL	Completed	
2022/182	30.9.2022	Full Council	Full council	2022/182 Purchase of a replacement laptop and a tablet RESOLVED For the Clerk to purchase a replacement laptop, and a tablet or other device to facilitate the running of hybrid meetings up to a budget of £1500.	Specification of equipment to be obtained and order placed.	Completed	LS
2022/183	30.9.2022	Full council	ORA	RESOLVED That the Clerk refer to the Environment(Wales) Act 2016 – Section 6, Biodiversity duty when preparing the Council's draft strategic action plan, and that the Council's actions with regards to Japanese knotweed, funding of the Wildlife trust and other actions are included as examples of compliance with the duty	Write the action plan.		LS
2022/219e	1.10.2022	Full council	Full council	2022/219e CIL funding for appropriate sculptures at Brynna Woods. RESOLVED To approve a spend of up to £18,000 of CIL funds (and for the project to be added to the CIL 123 list and Active Project list) for the commissioning of decorative sculptures and art works for Brynna	Ongoing. Working group established.		
2022/200	21.10.2022	Full council	Full council	2022/200 Repairs to Red Tractor. RESOLVED To approve a sum of £2306.55 for repairs to the red tractor.		Completed	
2022/205	21.10.2022	Full council	Full council	2022/205 Contract for supply of electricity for lights on 'Jeff's Lane'. RESOLVED To defer this item to a future meeting.			
2022/208	21.10.2022	Full council	Full council	2022/208 Recommendations of Bryncae Community Centre CAT working group held on Monday 17th October 2022 RESOLVED To defer the item to a future meeting.		Completed	
2022/227	18.11.2022	Full council	CIL	RESOLVED To amend the Council's policy so that in circumstances where a group is not VAT exempt and is not VAT registered, to allow at the council's discretion a grant to include the VAT element.	Add this and other policy items to application form		

2022/227	18.11.2022	Full council	CIL	RESOLVED That consideration of the application for a CIL grant from Bryncae Football Club be deferred for the applicant to clarify the situation with regards necessity for planning permission. For the applicant to provide 3 quotes for materials and to provide a more accurate assessment of	Speak to Bryncae FC. Clerk contacted club 19.12.22 Matter on hold at request of the club. Application withdrawn.	Completed	
2022/233	16.12.2022	Full Council	ORA	RESOLVED That subject to the prior receipt of appropriate public liability insurance certificates Eric Avril be awarded the work 'Improvements to the southern end of RAN17/5 on Enterprise Way' and the Clerk be approved a spend of £8,500 + 10% contingency = £9,350. For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC.	Check spec with RCTCBC highways, obtain copy of insurance. Proceed. Clerk chased RCTCBC Jan 23 RE spec. Consent from all parties received. Awaiting availability of contractor and favourable weather conditions. Contractor engaged work expected to commence Sept 23. Work in progress Nov 23		LS
2022/233	16.12.2022	Full Council	ORA	RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. JB has agreed to a meeting and will arrange. Received in March - 'the Council is unlikely to pursue legal action over a substantial long-standing obstruction (i.e. of considerable size, worth and requiring major engineering works to remove or to reinstate public passage), a diversion may be considered an acceptable solution in such extenuating circumstances. While we are open to discussions with the landowners, we currently have a small very small team compared to the size of the PRow network and are prioritising are work/enforcement accordingly. I am happy to arrange a meeting but this unlikely to happen over the coming weeks due to current work load. ' No progress. currently with RCTCBC.		LS
2023/017	20.01.2023	Full Council	Full Council	2023/017 Covid 19 Plaque. RESOLVED £250 to be vired from general reserves in principle for a Covid-19 plaque. Details to be determined at a future meeting.	Councillors to bring proposals to a future meeting.		
2023/018	20.01.2023	Full Council	Full Council	2023/018 Chair's chain of office and updating of Chairperson's board. RESOLVED The Clerk to obtain a quotation from Fattorini's of Birmingham for the refurbishment of the Chair's chain of office and the addition of all Chair's names to the chain or its links. The Council to suspend its standing orders in this matter with regards to the obtaining of 3	the Clerk to send the Chain of office to Fattorinis after the Horticultural show in August to obtain a quote.		
2023/018	20.01.2023	Full Council	Full Council	RESOLVED For a budget of £100 to be allocated via a virement from general reserves and for the authority to spend up to this amount for the purpose of updating the Chairpersons board to be delegate to officers.	Board to be sent to supplier in Bridgend for a quote.		
2023/038	17.02.2023	Full Council	CIL	RESOLVED The Clerk to investigate options for applying charges to property in relation to significant CIL grants.	Contacted solicitors. Costs obtained and reported to committee.	Completed	
2023/038	17.02.2023	Full Council	CIL	RESOLVED CIL2022/057 CIL project to refurbish the red telephone box in the square To approve a budget and authorise spend of CIL funds of up to £6200 and provide delegated authority to the Proper Officers to complete the refurbishment of the telephone box. Project to be added to the CIL 123 list and Active project list. The final use of the box	Add to CIL lists. - Added. Lisa to progress order.		LP

2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2023/007 Stone hamlet/ward gateways That the Clerk design a draft public consultation to garner ideas for the location and/or design of hamlet/ward gateways in the community and for the draft to be presented to the ORA Committee for approval.	Hold until after CIL consultation. To be added to Sept 23 ORA agenda.. Added. Working group established to investigate.	Completed	
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2023/011 Improvements to a section of Danygraig Road Councillors Turner and Donnan to meet with RCTCBC highways officers to investigate potential options for the road.	Ref Cllr Turner and Donnan. Cllr Turner to query with RCTCBC and feedback.		
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2022/060 Urgent items for information or items for future agenda. Future agenda to include training on basic tree safety training for staff and interested members.	Add to future agenda.		
2023/042	17.02.2023	Full Council	Full Council	2023/042 Damaged bench at the bottom of Terry's Way RESOLVED To approve a spend of up to £800 from CIL funds to replace the bench at the bottom of Terry's Way.	Action and add to CIL lists. Completed, check CIL lists updated.		
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/008 Community garden at Lanley estate. To add provision for a community garden at Lanley estate to the CIL123 list and Active project lists with a provisional budget allocation of £3000 and that the Clerk and interested members carry out further investigations regarding location, design, future maintenance, cost and other factors and	Added to lists. Awaitin progress.		
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/009 Picnic benches at Lanley estate. To add provision for 2 picnic benches (one disable friendly) and one standard bench at Lanley estate to the CIL123 list and Active project lists with a CIL budget allocation of £3000 and that the Clerk be authorised to spend up to this amount provided the appropriate permissions etc... are obtained.	Added to lists. Awaitin progress.		
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is	Added to lists. Awaitin progress.		
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/011 CIL application from Dolau School. The matter to be deferred to a future meeting and the Clerk to contact the applicant to provide specific information on the 'Outlast School complete set with storage' which comprises a large chunk of the grant application.	RCTCBC contacted, no response. Fresh application from dlau to be submitted to Committee May 23. Part 1 rejected, Part 2 approved. School informed. Check if drawn down?Paid !!	Completed	
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/012 Timers to be fitted to RCT lampposts (for Christmas motifs). That the project to retrofit timers to lamp posts to allow the mounting of existing Christmas motifs be added to the CIL123 list and Active project lists and for the Clerk to obtain quotations and present to the CIL Committee at a future date.	Est £1000 for CIL list. Added to lists. Enquired with RCTCBC RE whether asset data exists. June 23. Nudged Sept 23, problems accessing lamp posts. Clerk has requested authorisation from Council to spend up to £1000 of CIL funds if necessary, on agenda of Sept 23 FC meeting. RESOLVED. Order placed with RCT at a cost of £338.66 Sept 2023.		
2023/061	17.3.2023	Full Council	Full council	2023/061 Barclays banking mandate cancellation and raising of new mandate RESOLVED To cancel the current Banking mandate application and to start a new application to add the RFO (Lisa Phillips) only to the banking mandate.	Superceded	Completed	

2023/061	17.3.2023	Full Council	Full council	RESOLVED Following the AGM in May 2023 for a subsequent banking mandate application to be processed to add members to the mandate if necessary.	Superceded	Completed	
2023/062	17.3.2023	Full Council	Full council	RESOLVED To organise external professional project management of the 'Multi-user/Equestrian Bridge over the River Ewenny at Brynna Woods' project.	To be done as part of the tender for the project.	Completed	
2023/063	17.3.2023	Full Council	Full council	RESOLVED The Clerk to carry out a more in depth analysis of the SLA's between the Community Council, RCTCBC and LRGT regarding grounds maintenance at Brynna fields and LRGT grounds. Details to be presented to Council at a future date.			
2023/066	17.3.2023	Full Council	Full council	2023/066 Competition in local schools to design the Community Council Van livery. RESOLVED For a competition to be organised to design the livery of the Community Council Van.	Details required from the Chair		
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/018 Council's policy regarding allowing tree planting by plot-holders on allotment plots. That a policy be adopted immediately that when plot-holders request permission to plant trees then only Cordon trees be permitted which may not grow to a height greater than 2 meters	Put notice on gates. Update tenancy agreements..		
2023/080	21.4.2023	Full Council	ORA	RESOLVED That the next version of the tenancy agreement issued be amended to include this policy and to include the provision that when surrendering a plot, the plot holder has the option of taking the trees with them.			
AM2023/007	19.5.2023	Full Council	AGM	AM2023/007 Civic Allowances RESOLVED To pay the members allowance of £156 a year to all members with immediate effect, except to those who formally write to the Clerk indicating that they do not wish to receive the allowance	Some Councillors still to provide bank details or decline.	Completed	
AM2023/007	19.5.2023	Full Council	AGM	RESOLVED To pay members £52 a year for the cost of office consumables required to carry out their role, payments to be made with immediate effect.	Some Councillors still to provide bank details or decline.	Completed	
	19.5.2023	Full Council	AGM	CP to add LP (RFO) to banking mandate and online signatories - and only then change designated person. Additional changes to then follow.	LS to email CP. - emailed 22.5.23		
2023/103	19.5.2023	Full Council	Full Council	2023/103 Purchase and fit a wheelchair-friendly picnic bench at Oakbrook park. To supersede resolution 2022/040 RESOLVED To approve a spend of up to £1,000 to provide and fit picnic bench and base at Oakbrook park.	Order bench and engage contractor to fit - Edit. Bench Ordered. Bench arrived, PB to assemble bench.	Completed	

2023/119	1.6.1823	Full council	CIL	CIL2023/028 CIL application from LCDP RECOMMENDED To grant the application to the value of £16,000 subject the application of a legal charge on the property for a period of 5 years (The Clerk to arrange) and receipt of the formal planning permission certificate.	LCDP informed 5.6.23 Clerk to arrange charge. Emailed Devonlads Talbot Green 13.7.23. Obtained costs Sept 23 to be reported to Committee in November's meeting.		
2023/125	1.6.23	Full council	Full Council	RESOLVED For the Trenos Crossing Working Group to meet with key stakeholders as soon as possible and to seek to obtain formal written permissions as required. In particular the Wildlife Trust. NRW and any other relevant bodies.	Cllr Donnan to arrange.	Completed	
2023/125	1.6.23	Full council	Full Council	RESOLVED For the Clerk to obtain a Legal Development Certificate with regards to planning permission for the Bridge and its approaches and to confirm permissive development rights and their scope.	Emailed Jim Bailey 6.6.23 again, and planning services 13.7.23. Awaiting scoping design.		
2023/125	1.6.23	Full council	Full Council	RESOLVED Once a scoping design is in place and all parties have given formal consent, a public consultation to be carried out on the use of CIL funds to construct the bridge.	Vale presenting a quotation ready for meeting July 20th 2023. Topo survey and ground investigation reports obtained nov 23, awaiting scoping design from Vale.		
2023/139	16.6.23	Full Council	CIL	RECOMMENDED For the RFO to draw up a cashflow plan for presentation to the Committee, showing current and forecast cashflows and balances.	clerk presented a snapshot in Junes CIL meeting. However a spreadsheet rolling format is required to capture live cashflow. Revised snapshot presented Nov 23		
2023/141	16.6.23	Full Council	HR	2023/141 Recommendations of HR Committee, Tuesday 13th June 2023 RESOLVED That the Senior Grounds-person rate be set to SPC8 on the NJC pay-scale.	Clerk to proceed with recruitment. Interviews scheduled for July 6th 2023. appointment made. Clerk to draw up and issue a contract.		
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/038 Placement of additional benches from Bryncae to 'The Square'. That 4 addition benches be purchased and sited in the following locations. 1) Adjacent to Greggs/Ground Control 2) Adjacent to the Terry's Way/Enterprise Way roundabout , 3) At the junction with Llanharry Road, 4) On the square near to the junction with Hillside Avenue. That CIL funds be used, the Clerk to enquire with RCT highways on the specifics of each location and to obtain permission to site benches and present findings and costs to the ORA Committee.	Wrote to Terry Evans 13.7.23 acknowledgement received, awaiting response. Chased Sept 23. Locations approved RCTCBC Nov 23. Matter to be referred to the CIL Committee.		
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/039 Signage for allotment site gates That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.			
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2 For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.	Awaiting details of type and dimentions of required gate.		

2023/142	16.6.23	Full Council	ORA	For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.	Clerk wrote to 3 x landowners 25.9.23. Awaiting responses. Response reviewed from 1, awaiting response from other.		
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/042 Cut and collect techniques The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land	Awaiting information on the potential for a grant to purchase equipment from Rachel Carter ref 2013/225. Note Emailed RC on 25.9.23 to seek help on what equipment req and what funding might be available.		
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/043 Felling a tree on Bridgend Road allotments That the Clerk obtain a price to fell the tree and obtains consent from the owner of the adjacent property	Awaiting quotation. Quotation to be presented to Oct 23 ORA Committee. Presented. Resolved. Work programmed for Dec 23/Jan 24		
2023/143	16.6.23	Full Council	Full Council	RESOLVED When the changing of the 'Primary contact' on the Barclays accounts is resolved, the RFO, Lisa Phillips will initially be added to all mandates and permissions initially. (Officers to have raising but not approval access to accounts). Only then will the process of altering the other named persons begin.	Ongoing.		LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED The following people will subsequently be added to the Barclays accounts mandates and permissions and all other Councillors names removed: David Evans, Chris Parker, Robert Lewis-Watkin	Ongoing.		LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED To add the RFO, Lisa Phillips to the Barclaycard account as the Authorised Officer. This matter to be kept on the agenda until resolved.	Ongoing.		LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED For the following people to be named as directors of the PSDF accounts, all other names to be removed Councillor David Evans, Councillor Helen Donnan. Lisa Phillips to be named as a director provided her access can be limited to raising transactions only. Should this not be possible then further directors will need to be considered.		Completed	LP
2023/144	16.6.23	Full Council	Full Council	2023/144 Increasing a Credit card limit RESOLVED To raise the monthly credit card limit for Paul Beach from £750 a month to £1500 a month. The transaction limit to remain at £500		Completed	LP
2023/164	30.6.23	Full Council	Full Council	2023/164 To supersede resolution 2023/140 and to consider the grant amount for the Llanharan OAP hall refurbishment. RESOLVED Pending the presentation to the Clerk of a planning permission certificate or a Legal development certificate, To grant £74,925 to Llanharan OAP association from CIL funds comprising the quoted £71,357 cost of the works plus a 5% contingency. The Clerk to investigate the legality of placing a charge of £60,000 on the property for a period of 5 years and to report back the status of this matter to council. The grant to be made regardless of the outcome of the matter of a legal charge being placed on the building.	Clerk met with JM of Llan OAP and explained provision for LDC and process. Awaiting LDC document. LDC received, project underway and funds being accessed. Clerk to investigate placing a charge. Costs obtained from Devonalds. Costs presented to Nov 23 meeting of CIL Committee.		

2023/172	21.7.23	Full Council	Full Council	<p>2023/172 Minutes of ordinary meeting 15th June 2023</p> <p>RESOLVED To approve the draft minutes of the Ordinary meeting of Council held on 15th June 2023 as a true and accurate record with the exception of the following text contained under minute reference 2023/142:</p> <p>RESOLVED ORA2023/043 Felling a tree on Bridgend Road allotments That the Clerk obtain a price to fell the tree and obtains consent from the owner of the adjacent property.</p> <p>The Clerk to check the recording of the meeting to check the accuracy of this minute with regards to the question of whether consent was sought from the adjacent property or they were to be informed.</p>	Check and sort. Note: Issue resolved. Reword draft minutes accordingly and present to next meeting.		
2023/178	21.7.23	Full Council	Full Council	<p>2023/178 Correspondence</p> <p>RESOLVED To create a working group to be known as 'The Jubilee Marsh Multi-user Route Working Group'.</p>	Membership, Chair and TOR to be decided. To be added to future agenda. Added to agenda of Sept meeting.	Completed	
2023/185	21.7.23	Full Council	CEG	<p>RESOLVED For the Community Council to pay for the hall to be cleaned the Monday following the (fireworks) event (Officer's note: Est cost £45 based on 3 hours).</p>	2023/185		
2023/186	21.7.23	Full Council	CIL	<p>RESOLVED CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre. That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.</p>	Cllr Evans holding informal negotiations.		
2023/188	21.7.23	Full Council	Audit	<p>RESOLVED To accept the recommendations of the Clerk (Summarised below) with the following amendments: R13 deferred to a future meeting of the audit Committee to allow further investigation R9 for the Clerk and Chair of the audit committee to be satisfied with the detail of financial information received from LCDP and The Wildlife trust prior to the matter being added to the Council agenda and for the information provided to specify exactly what the granted funds were spent on in the previous year and what they will be spent on in the upcoming year. R10 The Clerk to communicate with Councillors that should they wish to NOT participate in any vote they must state this clearly during the meeting and request that this fact be minuted.</p>	<p>R13 - Obtain further advice</p> <p>R9 - LCDP and Wildlife trust informed and provided with forms - Completed.</p> <p>R10 -Email sent 1.8.23 Completed.</p>		

2023/194	21.7.23	Full Council	Full Council	<p>2023/194 Discharge of condition 34 (Sustainable Development Strategy) of 10/0845/34 (insofar that it relates to Phases 3 and 4). LAND AT FORMER OPEN CAST COAL SITE AND LAND TO THE NORTH OF THE A473, LLANILID (PHASE 3 & 4)</p> <p>RESOLVED</p> <p>For the Clerk to write to RCTCBC planning department to ascertain whether the following two aspects of development quoted in the SDS are going ahead:</p> <ul style="list-style-type: none"> • The section of 'bypass' from the County Boundary to the Dragon studio roundabout (ie, the section of road proposed to eliminate the necessity to drive along 'Cow's Corner'). • ... to the current Llanharry road being transformed into a pedestrian and cycle underpass. • If so then the SDS appears to be valid. • If either or both are no longer planned, then the Community Council writes to RCTCBC planning to object to the discharge of condition 34 (Sustainable development strategy) and any other conditions where these aspects are quoted in mitigation. 	Emailed RCT planning 27.7.23. As of 1.9.23 Holding responses received but no definitive respnses. LS nudged 19.9.23		
2023/204	12.9.23	Full Council	Full Council	<p>2023/204 Arrangement of routine meetings of the Trens Crossing working.</p> <p>RESOLVED</p> <p>To direct the Clerk to arrange a routine meeting of the working group every 2 months, so long as key stakeholders are available. The reason being to ensure regular and formal engagement with all stakeholders.</p>	Next meeting due November. Date proposed 22nd Nov 23.		
2023/206	12.9.23	Full Council	Full Council	<p>2023/206 CIL funds to purchase a ZOLL defibrillator to replace that currently used at the Llanharan Rugby Club</p> <p>RESOLVED</p> <p>To authorise the proper officers to spend up to £1150 of CIL funds to purchase a ZOLL defibrillator pack to replace that currently used at the Llanharan Rugby Football Club defibrillator point.</p> <p>2023/207 Urgent information and suggestions to</p>	<p>Purchase defib and alter info on the Circuit.</p> <p>Amend CIL lists. Awaiting delivery.</p>		LP
2023/213	22.9.23	Full Council	Full Council	<p>2023/213 Minutes of extraordinary meeting 11th September 2023</p> <p>RESOLVED</p> <p>To approve the draft minutes of the extraordinary meeting of Council held on 11th September 2023 as a true and accurate record subject to:</p> <p>a) correction to show that Cllrs Jo Miller and Tracy Allen were present and Cllr Mark Steer was absent with apologies.</p> <p>b) correction to show that there were 4 members of the public present 3 of whom spoke on agenda items..</p>	Alter minutes and ensure correct version is on website and printed for signing.	Completed	LS
2023/225	22.9.22	Full Council	ORA	<p>2023/225 ORA Committee meeting held on 25th July 2023</p> <p>RESOLVED</p> <p>Ref 2023/041 from action plan, (ORA2023/011) Improvements to a section Danygraig Road. The Clerk to add to the next agenda of the ORA committee to follow up and to request an update from Cllr Turner.</p>	Add to next ORA agenda. Clerk to contact Cllr turner RE progress.		
2023/226	22.9.23	Full Council	CIL	<p>RESOLVED</p> <p>CIL2023/077 CIL application from LCDP regarding development of a 'Community Hub'. To defer consideration of the application pending the receipt of a business plan to supplement the application.</p>	Resubmit new application when received to CIL Comm.		

2023/226	22.9.23	Full Council	CIL	<p>RESOLVED</p> <p>CIL2023/079 CIL funds to carry out maintenance to the Oakbrook skatepark and Mountain Hare playpark.</p> <p>That the proper officers be authorised to spend £3,320 of CIL funds to carry out maintenance on the Oakbrook skatepark and Mountain Hare play park as per the quotation provided. The Clerk having unsuccessfully attempted to obtain 3 quotes and the work being specialist in nature and reasonably urgent.</p>	Jerry Widas (Urban Creations) undertaking work in Sept/Oct. Mountain Hare work complete, Oakbrook working pending, waiting for materials. Oct 23.		
2023/233	22.9.23	Full Council	Full Council	<p>2023/233 Quotations for the taking down of Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc...</p> <p>RESOLVED</p> <p>To award a 1-year contract to Centregreat on the terms and prices provided. To approve the spend accordingly with a 5% contingency, namely: £13,189 for 2023.</p> <p>RESOLVED</p> <p>The Clerk to carry out a tender process to provide the taking down Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc... for a 3 year period, years 2024 to 2026.</p> <p>RESOLVED</p> <p>To authorise the Proper Officers to spend up to £1,000 of CIL funds in order to retrofit lamp post timers as required to allow the placement of Christmas motifs.</p>	<p>Centregreat informed.</p> <p>Clerk to arrange formal tender.</p>		
2023/242	24.10.23	Full Council	Full Council	<p>2023/242 LCDP general grant application and accompanying presentation.</p> <p>A presentation was given by Katie Evans and Jolene Allen of LCDP to accompany the formal application submitted.</p> <p>RESOLVED</p> <p>To grant £25,000 to LCDP for financial year 2023/24 for the reasons set out in the application submitted. (Summarised as, to support the provision of a cook for the community café and to support the Happy dayz support group)</p>	Obtain invoice and pay.	Completed	LP
2023/243	24.10.23	Full Council	Full Council	<p>2023/243 Wildlife Trust of South and West Wales general grant application</p> <p>RESOLVED</p> <p>To grant £10,000 to The Wildlife Trust for South and West Wales for financial year 2023/24 for the reasons set out in the application submitted. (Summarised as, to support staffing costs for guided walks, tools training and equipment for volunteers, surveys and monitoring, infrastructure maintenance and provision of an interpretation board)</p>	Obtain invoice and pay.	Completed	LP

2023/251	24.10.23	Full Council	Full Council	<p>2023/251 Replacement of Office Printer</p> <p>RESOLVED</p> <p>To authorise the officers of the Council to sign a lease for a printer/scanner/copier on the following terms: A brand new Sharp MXC303W in stock at the cost of £32.38 +vat per month on a 5-year lease. This model will be covered by a cost per copy agreement which covers the Council for toner, labour, parts and servicing at the cost of £0.003per mono sheet / £0.03 per colour sheet. No delivery charge, no admin or setup fee.</p>	Sign lease	Completed	LS
2023/252	24.10.23	Full Council	Full Council	<p>2023/252 Partial advance payment to LCDP for the fireworks display</p> <p>RESOLVED</p> <p>To process an advance payment (following receipt of an invoice) to LCDP in the sum of £4010.00. Note: This is not an additional cost, it is an advance to be deducted from the final cost after the event.</p>	Obtain invoice and pay.	Completed	LP
2023/253	24.10.23	Full Council	Full Council	<p>2023/253 Royal British Legion donation</p> <p>RESOLVED</p> <p>To donate £60 to the Royal British Legion in lieu of purchasing Remembrance Day wreaths, given that the Council now has plastic, re-useable wreaths and so no purchase is necessary.</p>	Obtain advice on how to donate and make payment	Completed	LP
2023/254	24.10.23	Full Council	Full Council	<p>2023/254 Recommendations of ORA Committee meeting, 3rd October 2023</p> <p>RESOLVED</p> <p>ORA2023/071 Quotations to fell trees at Meadow Rise open space and Bridgend Road allotment site. To accept the quote from Miskin Tree Services to carry out work identified in the tree survey in February 2023 and to fell the extra tree identified that overhang the public highway. To accept the quote from Miskin Tree services to carry out the work identified to fell and to cap the tree on Pam Evan's allotment plot and to fell and cap the trees on the adjacent plot. Further quotations were not obtained due to the fact that the work is considered relatively specialist, the quality of the vendor's work being known as satisfactory, and the prices obtained being considered reasonable. To authorise the proper officers to engage Miskin tree services and spend up to £2,000 which includes a £100 contingency for any unforeseen extra ancillary costs.</p>	<p>engage contractor and carry out work.</p> <p>Note: contractor engaged 24.10.23 - Will program work in coming weeks/months.</p>		LS

2023/254	24.10.23	Full Council	Full Council	<p>RESOLVED</p> <p>To refer the following matter to the CIL Committee for further consideration: ORA2023/077 RCTCBC update on Brynna Woods/Bethlehem View bridleway) PSM40 - anti slip surfacing and motion to improve the surface without landowners consent. For the Clerk to write to the landowner informing them that it intends to carry out improvement works to the surface of the PROW under section 62 of the highways Act 1980 and for the Clerk to arrange such works within the powers allowed under that act as previously resolved under minute reference 2022/050 but for the Community Council to decide upon the colour of the surface and to authorise the spend of up to £550 of CIL funds to allow for any price increases that may have occurred since the original resolution.</p>	Place onto agenda for next CIL Committee.	Completed	LS
2023/255	24.10.23	Full Council	Full Council	<p>2023/256 Working Group to investigate the holding of a Community Awards Ceremony</p> <p>RESOLVED</p> <p>To form a working group, terms of reference to investigate the feasibility and details of holding a Community Awards Ceremony in financial year 2024/25, reporting to the Community Engagement Committee. Membership comprising Cllrs David Evans (Chair), Neil Feist, Chris Parker, Rhys Jenkins.</p>	Add to Working Group summary list.	Completed	LS
2023/258	24.10.23	Full Council	Full Council	<p>2023/258 Acceptance of bridleway clause in proposed lease of Bryncae Community Centre as part of Community Asset Transfer</p> <p>RESOLVED</p> <p>To refer the matter to the 'Bryncae Community Centre CAT Working Group' and to instruct it to liaise with RCTCBC and request an updated draft lease including the promised wording relating to the bridleway and to report back to Council.</p>	Write email to working group, providing possible script and appropriate contact details.	Completed	LS
2023/261	24.10.23	Full Council	Full Council	<p>2023/261 Eviction notice to a plot-holder on Jubilee Street allotment site</p> <p>RESOLVED</p> <p>To evict the tenant from plot 13 of Jubilee Street allotments under the following clauses of the tenancy agreement. (Text missing)</p> <p>The Clerk to write to the tenant issuing notice and to affect the eviction accordingly.</p>	Write to plotholder. Plotholder informed verbally following meeting. Formal notice given WC 13th November 2023.	Completed	LS

From: [Janice/Gareth Grant](#)
To: [The Clerk](#)
Subject: Path from Bethlehem View
Date: 10 November 2023 21:28:59

I would like to state myself Janice Grant and my 4 siblings own the path from Bethlehem View to brynna wood, as it was left to us when my father Howard Perkins died he' owned it for 70 years. Regarding the anti slip surfaceing we have looked into this on other sights and it doesn't last very long and hasn't been maintained by the council. I see your quote is£550 I don't think a tidy job can be done for that. We would be happy for a tidy path was put down and not a channel. We will need to be keep informed at any thing you do so it be put to paper legally.As you will need to maintain it and be liable for path . We will need to see plans as we will need spurs put in to land we own above path.

Regards Janice Grant.

Sent from my iPhone

Brynna Crime Report (Last 31 days)

Burglary – 0 Accounts

Damage – 2 Accounts

- Llanilid – Damage to business premises. Identities unknown. No complaint forthcoming.
- Wyndham Street – Deliberate fire. No suspects known. Fire service attended.

Theft – 5 Accounts

- Bridgend road – Shoplift. Vehicle on false plates. CCTV circulated. Unknown male. No further enquiries available.
- Williams Street – Theft of caravan. No witnesses. No CCTV. Suspects unknown.
- Bridgend road – Shoplift. CCTV circulated. Investigation ongoing.
- Bridgend road – Shoplift. Awaiting CCTV stills.
- Bridgend road – Shoplift. Awaiting CCTV stills.

Anti Social Behaviour – 2 Accounts

- Meadow rise – Complaint of speeding on Brynna road. Handheld speed operation in place to monitor speed. Information fed back to GO SAFE.
- Hawthorn Park – Youths being verbally abusive when trick or treating. Police attended area. No sign of youths. Identities unknown.

Llanharan Crime Report (Last 31 days)

Burglary – 0 Accounts

Theft – 1 Account

- Brook Terrace – Black mail via social media. Investigation ongoing.

Damage – 2 Accounts

- Harold Street – Damage to park. ASB referrals submitted on the area. Youths in the area spoken to and suitable advice given however not those identified. Patrols in place. Unable to establish what's new/old damage and from wear/tear or accidental rather than criminal damage.
- Ynysddu – Windscreen on vehicle cracked. Investigation ongoing.

Anti Social Behaviour – 5 Accounts

- Harold Street – Youths playing recklessly in the park. ASB referral submitted on the area. Patrols in place. Youths in the area spoken to however not those involved. Suitable advice given to all users.
- Park view – Motorbike nuisance. Over revving motorbike for hours at time. Patrols in place. No motorbike witnessed by officers on attendance.
- Lanelay road – Male complaining about noise level being verbally abusive. Noise being investigated by council not police. Male unknown.
- Park view – Eggs thrown at window. Person unknown. Patrols in place and crime prevention advice given.
- Harold Street – Complaints regarding older youths congregating in the park, intimidating younger users. Bullying them to buy/use vapes and empty their bags. Patrols in place. Identities unknown.

Other

- Loose horses on public road – Owner located and advised. Temporary measures were made by police to secure the field.
- Danygraig road – Vehicle reported for causing an obstruction. Vehicle seized for no TAX.

Date: 10/11/2023

Llanharan Community Council

Page 1

Time: 12:34

Current and Premium Bank A/c

List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/10/2023	JB Director's Trust	BACS	875.00	CP	Llanharan CC Q3 23
02/10/2023	Chris Parker	BACS	179.28	RLW	19+22/9 PANTRY
02/10/2023	FareShare Cymru	BACS	65.00	RLW	2029
02/10/2023	Llanharan Rec Ground Trust	BACS	10,345.65	RLW	2042 ECOCLUBCIL
02/10/2023	Llanharan Rec Ground Trust	BACS	7,659.14	RLW	2043 ECOCLUB CIL
02/10/2023	Llanharan Rec Ground Trust	BACS	15,518.47	RLW	2044 ECOCLUB CIL
02/10/2023	Llanharan Rec Ground Trust	BACS	11,488.71	RLW	2045 ECOCLUB CIL
05/10/2023	One Voice Wales	BACS	38.00	CP	7475
05/10/2023	Stuart Smith Building Ltd	BACS	39,232.11	CP	041023
05/10/2023	Barclays Bank	DIRECT	13.61	DDR	14AUG/12SEP
06/10/2023	SSE Electric	BACS	4.64	RLW	291886931/0025
06/10/2023	SSE Electric	BACS	8.95	RLW	241887734/0025
09/10/2023	Tesco Mobile phones x 3	DDR	28.88	DDR	134186243522
13/10/2023	HMRC NI & Tax	BACS	2,728.50	RLW	948Pz001272292406
16/10/2023	ARVAL	DDR	500.58	DDR	RI0011056569
18/10/2023	Green Acres Contracting	BACS	192.00	RLW	661
18/10/2023	Phat Faces	BACS	-20.00	LP	210923A
20/10/2023	Aneurin Bevan LHB	BACS	996.00	CP	LlanharanCC 191023
24/10/2023	Llanharan Community Develop Pr	BACS	4,010.00	RLW	13056
24/10/2023	Llanharan Community Develop Pr	BACS	25,000.00	RLW	13057
24/10/2023	Utilimap Ltd	BACS	1,920.00	RLW	2651 EB CIL
24/10/2023	Jeremy Widdas	BACS	1,404.00	RLW	386
26/10/2023	Wood Art Works	BACS	4,700.00	RLW	BWSP5 CLASSROOMCIL
27/10/2023	Barclaycard	BcardOct23	884.87		Bcard Oct 23
27/10/2023	RCT Pension Payment	BACS	1,530.60	RLW	LCC remit Oct 23
27/10/2023	STAFF SALARIES	BACS	4,808.15	RLW	Salaries Oct23
31/10/2023	SSE Electric	DDR	52.92	DDR	2719055220006
Total Payments			134,165.06		

List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/10/2023	ALDI	CREDITCARD	73.16 PB		260923 Pantry
27/10/2023	Llanharan Service Station	CREDITCARD	16.99 PB		23092601010112
27/10/2023	Llanharan Service Station	CREDITCARD	29.00 PB		23092701010102
27/10/2023	ALDI	CREDITCARD	49.14 PB		290923 Pantry
27/10/2023	ALDI	CREDITCARD	44.20 PB		031023 Pantry
27/10/2023	ALDI	CREDITCARD	53.18 PB		031023 Pantry
27/10/2023	Llanharan Service Station	CREDITCARD	15.50 PB		23100501010203
27/10/2023	ALDI	CREDITCARD	48.38 PB		061023 Pantry
27/10/2023	Llanharan Service Station	CREDITCARD	33.01 PB		23100902010034
27/10/2023	ALDI	CREDITCARD	26.57 PB		101023
27/10/2023	ALDI	CREDITCARD	79.12 PB		101023 Pantry
27/10/2023	ALDI	CREDITCARD	33.93 PB		131023 Pantry
27/10/2023	ALDI	CREDITCARD	79.34 PB		171023 Pantry
27/10/2023	ALDI	CREDITCARD	84.40 PB		171023 Pantry
27/10/2023	Llanharan Service Station	CREDITCARD	15.59 PB		23101901020037
27/10/2023	ALDI	CREDITCARD	8.29 LP		101023
27/10/2023	Microsoft	CREDITCARD	99.00 LS		E0200P4A6N
27/10/2023	Microsoft	CREDITCARD	49.20 LS		E0200P48SU
27/10/2023	Postermyswall	CREDITCARD	1.99 LS		3706672
27/10/2023	ZOOM	CREDITCARD	12.99 LS		INV222894324
27/10/2023	ADOBE	CREDITCARD	19.97 LS		IEN2023050112696
27/10/2023	HM Land Registry	CREDITCARD	6.00 LS		191023
27/10/2023	HM Land Registry	CREDITCARD	3.00 LS		191023
27/10/2023	HM Land Registry	CREDITCARD	3.00 LS		191023
27/10/2023	Llanharan Service Station	CREDITCARD	16.91 PB		23092601010112
27/10/2023	Llanharan Service Station	CREDITCARD	-16.99 PB		23092601010112
Total Payments			884.87		

Detailed Income & Expenditure by Budget Heading 311023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Income</u>							
Precept	261,900	261,900	0			100.0%	
PSDF Re-invested dividend	17,991	1,500	(16,491)			1199.4%	
Agency Income	(1,330)	1,330	2,660			(100.0%)	
Other Income	2,589	200	(2,389)			1294.6%	
<u>Administration</u>							
Staff Salaries & Wages (Net)	(36,018)	(55,667)	19,649		19,649	64.7%	
Employer & Employee Pension	(11,453)	(22,447)	10,994		10,994	51.0%	
Employer & Employee NI & Tax	(5,134)	(35,823)	30,689		30,689	14.3%	
Mileage & Subsistence	(15)	(200)	185		185	7.3%	
HR Expenditure	(35)	0	(35)		(35)	0.0%	
Council Tax	(2,247)	(2,400)	153		153	93.6%	
Office Rent	(2,685)	(3,600)	915		915	74.6%	
IT Costs (Office 365)Web Site	(1,669)	(2,500)	831		831	66.7%	
Telephone & Broadband	(687)	(1,400)	713		713	49.1%	
Electric (office)	(471)	(3,500)	3,029		3,029	13.5%	
Water Rates (for Office)	(80)	(350)	270		270	22.9%	
Stationery and postage	(16)	(330)	314		314	4.8%	
Cleaning Materials	(7)	(50)	43		43	13.3%	
Cleaning Contract	(576)	(1,160)	584		584	49.7%	
Office Cap ExpChain of Office	0	(500)	500		500	0.0%	
Office Maintenance	(44)	(500)	456		456	8.8%	
Professional and Legal Fees	(959)	(3,500)	2,541		2,541	27.4%	
Land Registry Fees	(53)	(60)	7		7	88.3%	
Internal Audit Fees	63	(2,000)	2,063		2,063	(3.2%)	
External Audit Fees	755	(2,000)	2,755		2,755	(37.8%)	
Subscriptions and Memberships	(2,480)	(2,000)	(480)		(480)	124.0%	
Bank Charges	(125)	(200)	75		75	62.7%	
Storage Space Rental	(240)	(360)	120		120	66.7%	
<u>Insurances</u>							
General Insurance	(4,649)	(4,300)	(349)		(349)	108.1%	
Vehicle Insurance	0	(2,500)	2,500		2,500	0.0%	
Office Insurance	0	(90)	90		90	0.0%	
<u>Staff & Member Training</u>							
Members Training	(204)	(750)	546		546	27.2%	
Staff Training	(114)	(750)	636		636	15.2%	
<u>Member's Allowances</u>							
Chair	(1,500)	(1,500)	0		0	100.0%	
Special Responsibility	(500)	(500)	0		0	100.0%	

Detailed Income & Expenditure by Budget Heading 311023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Member Allowances	(2,496)	(2,100)	(396)		(396)	118.9%	
<u>Plant & Equipment</u>							
Plant Purchase / Lease	(2,925)	(5,500)	2,575		2,575	53.2%	
Red Tractor Maintenance	0	(1,000)	1,000		1,000	0.0%	
Portable & Hand Tools Purchase	0	(250)	250		250	0.0%	
Portable & Hand Tool Maint	(73)	(400)	327		327	18.1%	
PPE - New & Replacement	(42)	(275)	233		233	15.1%	
Plant & Equipment Fuel	(522)	(1,500)	978		978	34.8%	
<u>Street Furnishings</u>							
Hanging Baskets	(7,384)	(7,500)	116		116	98.5%	
Christmas Lights and Trees	(9,693)	(27,500)	17,807		17,807	35.2%	
Public Clocks - Maintenance	(1,814)	(500)	(1,314)		(1,314)	362.8%	
Notice Boards - Maintenance	(39)	(100)	61		61	39.1%	
Bus shelter - Maintenance	0	(100)	100		100	0.0%	
Planters - Maintenance	0	(100)	100		100	0.0%	
Benches & Tables Maintenance	0	(100)	100		100	0.0%	
<u>Community Functions</u>							
Christmas Dinners	(2)	(6,000)	5,998		5,998	0.0%	
Soup and Carols	0	(250)	250		250	0.0%	
Firework Display	(4,010)	(9,000)	4,990		4,990	44.6%	
Multi Cultural Carnival	0	(5,500)	5,500		5,500	0.0%	
King's Coronation 23	(4,649)	0	(4,649)		(4,649)	0.0%	
General Sponsorship	0	(500)	500		500	0.0%	
<u>Grants</u>							
General Grants	(2,942)	(10,000)	7,058		7,058	29.4%	
LCDP - SLA	(25,000)	(25,000)	0		0	100.0%	
Wild Life Trust - Brynna Woods	0	(10,000)	10,000	(5,000)	5,000	50.0%	
<u>Outdoor Spaces</u>							
Rights of Way	(64)	(1,330)	1,266		1,266	4.8%	
Skateboard Park - Maintenance	0	(500)	500		500	0.0%	
Play & O/Spaces Maintenance	(150)	(500)	350		350	30.0%	
General Repair Consumables	0	(250)	250		250	0.0%	
<u>War Memorials</u>							
Other Maintenance	0	(550)	550		550	0.0%	
<u>Llanharan Pantry</u>							
Llanharan Pantry	9,500	0	(9,500)			0.0%	9,500
Llanharan Pantry Expenses	(10,477)	(1,500)	(8,977)		(8,977)	698.5%	11,087

Detailed Income & Expenditure by Budget Heading 311023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Bryncae Community Centre</u>							
BCC Cleaning Expenses	202	0	202		202	0.0%	
BCC Maintenance Expenses	184	0	184		184	0.0%	
BCC Deposits	290	0	290		290	0.0%	
<u>Street Lighting Electric</u>							
Street Lighting Electric	(90)	(300)	210		210	30.1%	
<u>Allotments</u>							
Allotment Income	111	2,500	2,390			4.4%	
Allotment Lease Costs	(17)	(22)	5		5	77.3%	
Allotment Maintenance	(160)	(100)	(60)		(60)	160.0%	
Allotment Water	(240)	(350)	110		110	68.6%	
<u>Community Infrastructure Levy</u>							
Community Infrastructure Levy	296,947	0	(296,947)			0.0%	296,947
CIL Benches	(1,300)	0	(1,300)		(1,300)	0.0%	1,300
CIL Noticeboards	(2,782)	0	(2,782)		(2,782)	0.0%	2,782
CIL Project 1 Memorial Garden	(500)	0	(500)		(500)	0.0%	500
CIL Grants	(102,339)	0	(102,339)		(102,339)	0.0%	102,339
CIL Defibrillator	(996)	0	(996)		(996)	0.0%	996
CIL Brynna Woods Wood ArtWorks	(11,800)	0	(11,800)		(11,800)	0.0%	11,800
CIL Project Telephone Kiosk	(1,486)	0	(1,486)		(1,486)	0.0%	1,486
CIL LRGT Floodlights	(77,092)	0	(77,092)		(77,092)	0.0%	77,092
CIL Llanharan OAP Refurb	(63,790)	0	(63,790)		(63,790)	0.0%	63,790
CIL LCC shower block	(3,886)	0	(3,886)		(3,886)	0.0%	3,886
CIL Project Ewenny Bridge	(2,400)	0	(2,400)		(2,400)	0.0%	2,400
CIL Parks	(1,170)	0	(1,170)		(1,170)	0.0%	1,170
<u>Contingency</u>							
Contingency	0	(10,000)	10,000		10,000	0.0%	
Grand Totals:- Income	587,708	267,430	(320,278)			219.8%	
Expenditure	412,797	279,514	(133,283)	5,000	(138,283)	149.5%	
Net Income over Expenditure	174,911	(12,084)	(186,995)				
plus Transfer from EMR	280,629						
less Transfer to EMR	306,448						
Movement to/(from) Gen Reserve	149,092						

Appendix 7

	Date	£	Receipt	Description
Money In				
Arnold Clarke Grant	10/12/2021	2500.00		
Transferred into bank (Janine)	08/02/2022	32.84		
RCT grant (Food support fund)	01/08/2022	500.00		
Asda award	01/08/2022	300.00		
Comm lottery grant	21/10/2022	8600.00		
RCT Food Support fund	14/12/2022	1779.00		
Arnold Clarke Grant	15/12/2022	2500.00		
GH Windfarm	06/07/2023	2000.00		
JT Windfarm	06/07/2023	1000.00		
Interlink	17/07/2023	1000.00		
RCT Community Grant	17/08/2023	1000.00		
RCT (grant ?)	31/08/2023	1000.00		

Total cash receipts Rolling 10407.55

total in 32619.39

Money Out

FareShare Cymru	20/04/2022	195.00		
500 leaflets	01/07/2022	96.56		
FareShare Cymru	01/08/2022	195.00		
Asda online order	05/08/2022	306.00		Janine paid - claimed back
Asda online order	17/08/2022	284.20		LS claim received Ref 4282229000568 ASDA receipt requested
Amazon order (Noticeboards etc..)	18/08/2022	90.86		
Asda online order	20/08/2022	271.09		LS claim received Ref 7962238000661 ASDA receipt requested
Fridge freezer	23/08/2022	348.99		Add to asset register
Chest freezer	23/08/2022	278.99		Add to asset register
25th Aug online shop Asda	25/08/2022	98.45		LS claim
30th Aug Aldi shop	30/08/2022	57.74		LS claim
5th Sept online shop Asda	05/09/2022	418.00		LS claim
Cash to Janine for Aldi visit	06/09/2022	160.00		Change and receipt req
Aldi shop	06/09/2022	93.29		Janine used float cash (£160)
Booker shop	09/09/2022	276.32		Combo cash and card
Aldi shop	09/09/2022	49.20		LCC CC
Booker shop	13/09/2022	425.36		LCC CC
Aldi shop	20/09/2022	103.55		Janine - Need receipt Paid to Janine 20/9
Aldi shop	23/09/2022	139.06		LS claim
Aldi shop	23/09/2022	18.80		LS claim
Aldi shop	28/09/2022	93.74		
Aldi shop	28/09/2022	188.87	tbc	
Aldi shop	28/09/2022	55.03		
Aldi shop	28/09/2022	41.86		
Booker shop	30/09/2022	225.12		
Aldi shop	04/10/2022	219.41		
The Range	04/10/2022	5.00		Thermometers
Aldi shop	07/10/2022	158.93	tbc	LCC CC
Aldi shop	07/10/2022	157.24	tbc	LCC CC
Asda	12/10/2022	348.41		
Aldi shop	14/10/2022	232.10		Leigh to claim back- paid
Aldi shop	14/10/2022	36.85		Leigh to claim back- paid
Freezer labels	17/10/2022	17.47		
Aldi shop	18/10/2022	717.38		Leigh to claim back- paid
Aldi shop	21/10/2022	446.16		Leigh to claim back- paid
Aldi shop	26/10/2022	312.68		Payment raised to LS
Aldi Shop	28/10/2022	204.33		
FareShare Cymru	01/11/2022	195.00		
Aldi Shop	01/11/2022	248.78		
Aldi Shop	04/11/2022	197.93		
Aldi Shop	04/11/2022	-24.99	tbc	
Aldi Shop	08/11/2022	349.26		
Aldi shop	11/11/2022	242.39		Paid on PB card
Amazon perspex displays	14/11/2022	29.94		
Aldi shop	15/11/2022	314.74		
Aldi shop	18/11/2022	199.42		

Aldi shop	22/11/2022	33.69	
Aldi shop	25/11/2022	228.74	
Aldi shop	29/11/2022	208.38	
Aldi shop	02/12/2022	378.00	
Aldi shop	06/12/2022	232.31	
FareShare Cymru	13/12/2022	195.00	
Aldi shop	13/12/2022	101.34	
Aldi shop	14/12/2022	61.82	
Aldi shop	16/12/2022	87.80	
Aldi shop	16/12/2022	41.04	
Aldi shop	16/12/2022	207.02	MP
Aldi shop	16/12/2022	192.93	MP
Aldi shop	19/12/2022	119.58	LS
Aldi shop	19/12/2022	110.62	LS
Aldi shop	19/12/2022	103.80	LS
Aldi shop	20/12/2022	72.89	MP
Aldi shop	28/12/2022	51.70	PB
Aldi shop	28/12/2022	113.78	PB
Aldi shop	28/12/2022	135.53	PB
Aldi shop	28/12/2022	103.05	PB 03/01?
Aldi shop	06/01/2023	61.11	PB
Aldi shop	06/01/2023	102.27	PB
Aldi shop	06/01/2023	113.63	PB
Aldi shop	10/01/2023	109.65	PB Paid off £481.79 16.01.23
Aldi shop	10/01/2023	77.86	PB Paid off £481.79 16.01.23
Aldi shop	12/01/2023	188.46	PB Paid off £481.79 16.01.23
Aldi shop	12/01/2023	105.82	PB Paid off £481.79 16.01.23
Aldi shop	17/01/2023	187.59	PB
Aldi shop	20/01/2023	136.01	PB Paid off £136.01 30.01.23
Aldi shop	20/01/2023	146.93	PB Paid off £146.93 30.01.23
Aldi shop	24/01/2023	126.31	PB Paid off £603.97 02.02.23
Aldi shop	24/01/2023	16.15	PB Paid off £603.97 02.02.23
Aldi shop	27/01/2023	136.58	PB Paid off £603.97 02.02.23
Aldi shop	27/01/2023	97.86	PB Paid off £603.97 02.02.23
Aldi shop	30/01/2023	122.51	PB Paid off £603.97 02.02.23
Aldi shop	31/01/2023	104.56	PB Paid off £603.97 02.02.23
Aldi shop	02/02/2023	106.93	PB Paid off £579.20 07.02.23
Aldi shop	02/02/2023	121.09	PB Paid off £579.20 07.02.23
Aldi shop	02/02/2023	173.02	PB Paid off £579.20 07.02.23
Aldi shop	03/02/2023	54.56	PB
Aldi shop	07/02/2023	138.47	PB Paid off £579.20 07.02.23
Aldi shop	07/02/2023	39.69	PB Paid off £579.20 07.02.23
Aldi shop	10/02/2023	128.81	PB Paid off £616.53 15.02.23
Aldi shop	10/02/2023	105.80	PB Paid off £616.53 15.02.23
Aldi shop	10/02/2023	12.75	PB Paid off £616.53 15.02.23
Aldi shop	14/02/2023	128.94	PB Paid off £616.53 15.02.23
Aldi shop	14/02/2023	86.57	PB Paid off £616.53 15.02.23
Aldi shop	14/02/2023	153.66	PB Paid off £616.53 15.02.23
Aldi shop	17/02/2023	118.01	PB Paid off £349.86 17.2.23
Aldi shop	17/02/2023	165.37	PB Paid off £349.86 17.2.23
Aldi shop	17/02/2023	43.68	PB Paid off £349.86 17.2.23
Aldi shop	17/02/2023	22.80	PB Paid off £349.86 17.2.23
Aldi shop	21/02/2023	94.49	PB Paid off £603.43 02.03.23
Aldi shop	21/02/2023	168.06	PB Paid off £603.43 02.03.23
Aldi shop	21/02/2023	21.28	PB Paid off £603.43 02.03.23
Co-op	22/02/2023	13.30	PS Hospitality stuff for Sub Pantry Group meeting
Aldi shop	23/02/2023	138.36	PB Paid off £603.43 02.03.23
Aldi shop	24/02/2023	119.96	PB Paid off £603.43 02.03.23
Aldi shop	24/02/2023	61.28	PB Paid off £603.43 02.03.23
Aldi shop	28/02/2023	138.36	PB Paid off £542.11 10.03.23
ReallyUseful storage	02/02/2023	131.89	
Aldi shop	03/03/2023	148.21	PB Paid off £542.11 10.03.23
Aldi shop	07/03/2023	104.37	PB Paid off £542.11 10.03.23
Aldi shop	07/03/2023	39.27	PB Paid off £542.11 10.03.23
Aldi shop	07/03/2023	65.40	PB Paid off £542.11 10.03.23
Aldi shop	07/03/2023	46.50	PB Paid off £542.11 10.03.23
Aldi shop	10/03/2023	58.83	PB Paid off £403.80 14.03.23
Aldi shop	10/03/2023	116.58	PB Paid off £403.80 14.03.23
Aldi shop	10/03/2023	120.64	PB Paid off £403.80 14.03.23

Aldi shop	10/03/2023	107.75	PB	Paid off £403.80 14.03.23
Aldi shop	14/03/2023	45.81	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	95.05	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	29.29	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	128.54	PB	Paid off £298.69 16.03.23
Aldi shop	17/03/2023	455.37	LS	
Aldi shop	17/03/2023	51.25	PB	
Aldi shop	21/03/2023	144.28	PB	Paid off £439.64 31.03.23
Aldi shop	21/03/2023	47.03	PB	Paid off £439.64 31.03.23
Aldi shop	24/03/2023	310.45	LS	
Aldi shop	28/03/2023	135.14	PB	Paid off £439.64 31.03.23
Aldi shop	28/03/2023	113.19	PB	Paid off £439.64 31.03.23
Aldi shop	31/03/2023	213.90	PB	Paid off £624.15 05.04.23
Aldi shop	31/03/2023	199.30	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	112.29	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	98.66	PB	Paid off £624.15 05.04.23
Aldi shop	05/04/2023	132.01	LS	
Aldi shop	06/04/2023	85.95	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	110.91	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	154.87	PB	Paid off £353 11.04.23
Aldi shop	11/04/2023	183.62	PB	Paid off 382.58 17.04.23
Aldi shop	11/04/2023	90.21	PB	Paid off 382.58 17.04.23
Aldi shop	14/04/2023	108.75	PB	Paid off 382.58 17.04.23
Aldi shop	18/04/2023	139.81	PB	Paid off £515 21.04.23
Aldi shop	21/04/2023	366.97	LS	Paid off £515 21.04.23
Aldi shop	24/04/2023	151.29	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	197.13	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	56.59	PB	Paid off 405.01 26.04.23
Aldi shop	28/04/2023	210.00	PB	Paid off 444.35 03.05.23
Fareshare	30/04/2023	65.00		April 23 membership
Aldi shop	02/05/2023	125.30	PB	Paid off 444.35 03.05.23
Aldi shop	02/05/2023	109.05	PB	Paid off 444.35 03.05.23
Aldi shop	05/05/2023	113.49	PB	Paid off £327.03 11.05.23
Aldi shop	05/05/2023	108.02	PB	Paid off £327.03 11.05.23
Aldi shop	09/05/2023	105.52	PB	Paid off £327.03 11.05.23
Aldi shop	12/05/2023	116.69	PB	Paid off £350.95 19.05.23
Aldi shop	12/05/2023	94.25	PB	Paid off £350.95 19.05.23
Aldi shop	16/05/2023	140.01	PB	Paid off £350.95 19.05.23
Aldi Shop	19/05/2023	237.56	PB	Paid off £675.70 24.05.23
Aldi Shop	19/05/2023	227.18	PB	Paid off £675.70 24.05.23
Aldi Shop	23/05/2023	210.96	PB	Paid off £675.70 24.05.23
Aldi Shop	26/05/2023	22.95	PB	Paid off £444.04 02.06.23
Aldi Shop	26/05/2023	130.97	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	133.35	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	156.77	PB	Paid off £444.04 02.06.23
Fareshare	31/05/2023	65.00		May 23 membership
Aldi Shop	03/06/2023	121.61	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	03/06/2023	102.38	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	05/06/2023	156.45	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	09/06/2023	187.02	PB	Paid off 690.60 14.06.23
Aldi Shop	09/06/2023	299.26	LS	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	109.56	PB	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	94.76	PB	Paid off 690.60 14.06.23
Aldi Shop	16/06/2023	134.01	PB	Paid off 462.82 23.06.23
Aldi Shop	16/06/2023	152.66	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	82.50	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	93.65	PB	Paid off 462.82 23.06.23
Aldi shop	23/06/2023	136.23	PB	
Aldi shop	23/06/2023	181.32	PB	
Fareshare	23/06/2023	65.00		June 23 membership
Aldi shop	27/06/2023	316.84	LS	
Aldi shop	27/06/2023	87.34	PB	Paid off 699.39 29.06.23
Aldi shop	30/06/2023	123.29	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	64.56	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	117.70	PB	Paid off 305.55 03.07.23
Aldi shop	03/07/2023	144.15	PB	
	08/07/2023	0.00		No Pantry
Aldi shop	11/07/2023	37.41	PB	
Aldi shop	11/07/2023	95.29	PB	

Aldi shop	13/07/2023	157.59	PB	
Aldi shop	18/07/2023	71.73	PB	
Aldi shop	21/07/2023	35.61	PB	
Aldi shop	21/07/2023	69.48	PB	
Aldi shop	25/07/2023	60.62	PB	
Fareshare	26/07/2023	65.00		July 23 membership
Aldi Shop	28/07/2023	88.45	PB	
Really Useful Storage	31/07/2023	-116.90	credit	
Aldi shop	01/08/2023	104.13	PB	
Aldi shop	04/08/2023	103.48	PB	
Aldi shop	04/08/2023	58.46	PB	
Aldi shop	08/08/2023	90.07	PB	
	12/08/2023	0.00		No Pantry (hort show)
Aldi shop	15/08/2023	116.80	PB	
Aldi shop	15/08/2023	50.49	PB	
Aldi shop	17/08/2023	70.07	PB	
Aldi shop	17/08/2023	56.82	PB	
Aldi shop	22/08/2023	181.10	PB	
Aldi shop	25/08/2023	94.64	PB	
Aldi shop	29/08/2023	94.90	PB	
Aldi shop	01/09/2023	76.84	PB	
Fareshare	01/09/2023	65.00		August 23 membership
Aldi	05/09/2023	90.69	PB	
Aldi	08/09/2023	57.65	PB	
Aldi	08/09/2023	40.62	PB	
Aldi	12/09/2023	50.01	PB	
Aldi	12/09/2023	36.20	PB	
Aldi	12/09/2023	62.96	PB	
Aldi	15/09/2023	77.10	PB	
Aldi	15/09/2023	25.53	PB	
Aldi	19/09/2023	41.58	LP?	
Aldi	19/09/2023	46.93	CP	
Aldi	22/09/2023	47.36	CP	
Aldi	22/09/2023	84.99	CP	
Aldi	26/09/2023	73.16	PB	
Aldi	29/09/2023	49.14	PB	
Fareshare	01/10/2023	65.00		Sept 23 membership
Aldi	03/10/2023	53.18	PB	
Aldi	03/10/2023	44.20	PB	
Aldi	06/10/2023	48.33	PB	
Aldi	10/10/2023	26.57	PB	
Aldi	13/10/2023	79.12	PB	
Aldi	13/10/2023	33.93	PB	
Aldi	17/10/2023	84.40	PB	
Aldi	17/10/2023	79.34	PB	
Aldi	20/10/2023	66.31	PB	
Aldi	24/10/2023	68.01	PB	
Fareshare	25/10/2023	65.00		Oct 23 membership
Aldi	27/10/2023	170.87	PB	
Aldi	31/10/2023	62.48	PB	
Aldi	03/11/2023	60.23	PB	
Aldi	07/11/2023	69.38	PB	
Aldi	10/11/2023	62.26	PB	

total out **29776.14**

Balance of Funds **2843.25**

Appendix 8

Recommendations and resolutions of the Audit Committee meeting held 24th October 2023

RECOMMENDED

A2023/021 Bank reconciliations for Quarter 2, 2023

To approve the bank reconciliations for Quarter 2, 2023.

RECOMMENDED

A2023/022 List of scheduled and regular routine payments

To authorise the RFO to make the regular and routine payments listed in the schedule provided without further recourse to Council until the next Annual Meeting, and to set up direct debits for those payments indicated.

RECOMMENDED

A2023/023 Year to date spend v budget and to approve virements from general reserves.

Year to date spend v budget noted. Virements from general reserves presented in the schedule presented approved.

RECOMMENDED

A2023/024 Draft revised financial regulations, version 4.

To approve the draft revised financial regulations, version 4 on the following basis:

a) That for clause 2.1, the red text be adopted as the final wording of the clause. That is, On a regular basis, at least once in each quarter, and at each financial year end, the Audit Committee shall be presented with bank reconciliations for all accounts produced by the RFO. The RFO will highlight any unreconciled items or other anomalies. The Committee shall, by resolution approve the reconciliations as evidence of verification. This activity shall

b) That for clause 11.3 e) the values in green text be adopted as the final wording of the clause. That is,

i. is £45,000 or greater, a formal tendering process must be followed as set out in Regulation 12

ii. is less than £45,000 and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply.

iii. is below £1,500 and above £250 the Proper Officer shall strive to obtain 3 estimates of the cost of proposed supply.

iv. otherwise, Regulation 10.3 shall apply.

RECOMMENDED

A2023/025 Internal auditor for financial year 2023/24

To appoint KLG Services as the internal auditor for 2023/24 and to schedule an internal audit for June 2024.ⁱ

RECOMMENDED

A2023/026 General grant application from Llanharan Primary School

To grant Llanharan Primary School £160 for the purpose of providing transport to St Peter's Church, Brynna for year 6 to attend their Christmas Experience.ⁱⁱ

RECOMMENDED

A2023/027 General grant application from Mid Glamorgan mixed choir

To grant the Mid Glamorgan mixed choir £150 for a contribution towards the renting of Llanharan Minder's Welfare Hallⁱⁱⁱ

RECOMMENDED

A2023/028 General grant application from Brynna Football club (Senior section)

To grant Brynna Football Club (Senior section) £1,000 towards the general running costs of the club. i.e. New kit, new balls, first aid etc...^{iv}

RESOLVED

A2023/030 Urgent information or items suggested for a future agenda

To request that a future agenda consider appointing an auditor for 2024/25 financial year and the dates of both an interim and full internal audit be set.

RESOLVED

To request that a future agenda consider a range of options regarding the application process for large grants which are included in the Council's budget as separate budget lines. Currently LCDP and Wildlife Trust of South and West Wales.

ⁱ LGA 1972 s.111 (Ancillary power)

ⁱⁱ LGA 1972 s.137 (Discretionary power)

ⁱⁱⁱ LGA 1972 s.137 (Discretionary power)

^{iv} LG (MP)A 1976 s.19(3) Recreational facilities

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Form

The maximum grant available is up to £2,000.

No payments will be paid by cash.

SECTION A: ABOUT YOU	
Name of Organisation: (Please note that if you are successful, payment will be made to a bank account registered in this name).	BRYNCAE FOOTBALL CLUB.
Registered Charity Number (if applicable)	N/A.
Name of Main Contact: (All correspondence will be addressed to this person)	Steve Richards.
Full Postal Address of Applicant:	94 PENYBONT Rd, PENCOBEN. CF35 5PT.
Contact Telephone Number:	Daytime: Mobile: 07881 076933.
Main Contact Email Address:	S.RICHARDS75@BTINTERNET.COM.
Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years?	
If the answer is yes, please complete the box below:	
Date	Amount
22-23	£ 500.
21-22	£ 800
20-21	£ 500.
	£
Has an Appendix Two, 'Grant spend confirmation form' been satisfactorily completed for the most recent grant Appendix Two MUST be completed for the application to be considered.	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Please provide a brief description of the main aims and activities of the organisation applying for a Grant.

To ENABLE MEMBERS of the Community To
Join A Football Club.

How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?

50+ MEMBERS.

Approx 70-80%.

Are you a not for profit organisation?

Yes ☒

No ☐

How long has the organisation been established?

2005.

SECTION B: WHY ARE YOU APPLYING FOR GRANT AID?

Please provide a brief description of specifically what you intend to use the Grant Aid for?

Due to the number of new players we are starting a second football team.

We require new kit.

Footballers.

Grant Aid.

Wagon Rethers.

How will the Grant Aid benefit the Community?

To ensure sport is available to the community in the way of football.

Please provide the dates you intend to start and finish the project.

Start Date: 2023

Completion Date: 2024

SECTION C: How much Grant Aid is being applied for?

What is the total cost of the project/items for which Grant Aid is required?

NEW SIDE EQUIPMENT £500

NEW DRAWING KIT £800

TOTAL £1300

What is the amount of Grant Aid the organisation would like to apply for?

£1300.

What other sources of funding have been approached, or are available for the project?

MEMBERS PAY FEES EVERY GAME PLAYED.

FUNDRAISING / SPONSORSHIP.

Supply the following information dependant on grant applied for.

A. Up to £100

- Organisation/Group constitution or rules

B. £101 - £499

- Income and expenditure account/balance sheet ✓
- Last bank statement for ALL bank accounts ✓
- Constitution or rules ✓
- VAT registration NA.
- Is the organisation profit making? No.
- Provide quotations for items the Grant will be used for. ?!

C. £500 - £2,000

- As requested in B
- Latest audited/ratified accounts and balance sheet. ✓

Section D: Sustainability

Will the project/activity continue after this funding has ended?

Yes ☒

No ☐

If yes, provide details.

Continue to be run with member fees
and fundraising.

Section E: Payment Details

If your application is successful, payment will be made using the details below.

Account Name (Use name of the organisation applying as in Section A)

BRUNNAGE FOOTBALL CLUB.

Account Number

735 66 306

Sort Code

55-61-50.


SECTION F: Completing the application

Your Signature – This must be the signature of the main contact named in Section A

Declaration:

- i. I certify that the information contained in this application is correct.
- ii. If the information changes in any way I will inform Llanharan Community Council.

Signed:



Date:

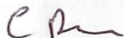
10/7/23.

Please note that this form requires two signatures:

Second Signature: CRAIG DAVIES

Position held in organisation: CHAIRMAN

Signed:



Date:

10-7-23.

Completed application forms should be returned to:

Clerk to the Council
Llanharan Community Council
2 Chapel Rd
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430

Checklist:-

- ✓ A copy of the organisations Constitution or rules to be provided ✓
- ✓ Two signatories on the form ✓
- ✓ Submission of the application form is completed before the deadline date. ✓



Appendix Two

Llanharan Community Council Grant Spend Confirmation Form

Required for grants of £500 or more

Name:	Steve Richards Brynafel Football Club.
Organisation:	As Above.
Address:	94 PENYBONT M. PENCOED. CF35 5PH.
Telephone:	07581 076988.
Email address:	SRICHARDS75@BTINTERNET.COM.
Date & Amount granted:	June 22. £500.
Specific reason for grant: What was the grant for:	TRAINING KIT. Football Kit. TRAINING BMBS. MAGNET BALLS.
Was the entire amount granted spent on what was in the application? If not provide a narrative on what it was spent on and/or how much of the grant remains unspent.	YES.

I was happy with the application process?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If your answer to the above question is no, please give further details to enable us to improve the application process.	
How has the donation made a difference to the Community?	THE CLUB HAS CONTINUED TO PROVIDE FOOTBALL IN THE COMMUNITY AND HAS GROWN -

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

If you do NOT wish to have your photographs published tick this box ☐

Return the completed form to:

Clerk to the Council
Llanharan Community Council
2 Chapel Road
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430

Officers note: Is evidence required? (If over £500 applicant to provide invoices)	INVOICES ATTACHED.
Did the donation achieve its aims in relation to making a difference to the Community?	PLAYING kit £62.23. PLAYING kit £92.88p. BALLS £130.99p. TRAINING kit £680.96.

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

If you do NOT wish to have your photographs published tick this box ☐

Return the completed form to:

Clerk to the Council
Llanharan Community Council
2 Chapel Road
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
 01443 231430

**SPORTS
DIRECT**

Invoice



0003 06 182975 210722
165743906

Delivery Address: Steve Richards 94 Penybont Road Pencoed Bridgend, United Kingdom CF35 5PT	Invoice Address: Steve Richards 94 Penybont Road Pencoed Bridgend, United Kingdom CF35 5PT	Order Information: Invoice Number: 165743906 Order Number: SD40000091328749 Order Date: 19/07/2022 Invoice Date: 21/07/2022
--	---	--

Catalogue Code	Description	Check Letter	Order Qty	Desp Qty	VAT Rate	Unit Price	Amount (inc VAT)
961159/69/050	Ultimatch Football Neutral Size 5	wd	1	1	20.0%	126.00	126.00

Nett Total	105.00
VAT Total	21.00
Delivery (inc VAT)	4.99
VAT Included	0.83
Total Value	130.99

STERLING

Want to return an item?

We want you to enjoy your goods from us. If you need to exchange or return an item, please use the form marked **Returns Advice**. You can also print this form by logging into your account at www.sportsdirect.com

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Registered in England and Wales. Company No. 09870840

VAT Number: GB231 5087 33
cs@sportsdirect.com

Page 1 of 1

Printed on Steinbeis 100% Recycled and Carbon Captured through the Woodland Trust, helping to create new British woodland across the UK

KITKING

Deliver to:

Steven Richards

STEVEN RICHARDS
94 PENYBONT ROAD
BRIDGEND
WALES
CF35 5PT
UNITED KINGDOM

Delivery Note: 252960/01

Order Reference: #825392KK

Date Paid: 22 Jul 2022



Customer: Steven Richards
Company:

Date Placed: 21 Jul 2022 20:02

Bill to:
STEVEN RICHARDS
94 PENYBONT ROAD
BRIDGEND
WALES
CF35 5PT
UNITED KINGDOM

Order Picked By: 1-112

Embellishment Quality Check:

Packed By:

Embroidery: ☐ Print: ☐

Qty	SKU	Item Description	Weight (Kg)	Location	Shipped	This shipment	To follow
15	100053.100_XL	Joma Nobel Shorts - Black / XL <small>Age Group: Adult Colour: Black Size: XL</small>	2.25	X 2.2.3		15	
1	MISC1	Shipping: DPD Next Working Day Parcel: Stated courier shipping times EXCLUDE processing & despatch times from our warehouse. See T&Cs.	0				
1		Reconciliation	0				

KITKING LTD
UNIT 1 & 2, WELDON ROAD
BOUGHBOROUGH
LEICESTERSHIRE
LE11 5RA
UNITED KINGDOM

VAT Number: GB 105 2761 43
Company Number: 06779230
Accounts Email Address: sales@kitking.co.uk
Bank Account: 79550911
Sort Code: 231470
SWIFT:

IMPORTANT NOTE: KitKing Ltd cannot accept any claims for damaged or missing goods if notification is received more than 2 working days after the delivery date. All claims must be made in writing to sales@kitking.co.uk stating your order number. Subject to standard terms & conditions of sale.

Sum. 192.86p.

Richards, Steven

From: Steve RICHARDS <srichards75@btinternet.com>
Sent: 21 June 2023 15:52
To: Richards, Steven
Subject: Fwd: elnvoice receipt from 3Q SPORTS TEAMWEAR LTD (REF: 3Q11555)

External email

Sent from my iPhone

Begin forwarded message:

From: ecomsupport@ecom.paymentsense.com
Date: 25 July 2022 at 20:05:23 BST
To: srichards75@btinternet.com
Subject: elnvoice receipt from 3Q SPORTS TEAMWEAR LTD (REF: 3Q11555)
Reply-To: reidy@3qsports.co.uk

3Q SPORTS TEAMWEAR LTD

3Q SPORTS TEAMWEAR LTD
CHETTISHAM BUSINESS PARK,
LYNN ROAD
ELY
CB6 1RY
United Kingdom

www.3qsports.co.uk
reidy@3qsports.co.uk
01353663333

FAO:
Steven richards
94 penybont road pencoed
Pencoed
Bridgend
Cf355pt
United Kingdom

INVOICE RECEIPT

Reference:
Invoice Payment Date:
Authorisation ID:

3Q11555
25/07/2022
AuthCode: 549052

Invoice Detail

Bryncae Fc

62.23 GBP



INVOICE

3Q Sports Teamwear Ltd

Unit 1a Chettisham Business Park, Lynn Road, Ely, CB6 1RY
support@3qsports.co.uk | 01353 663333 | www.3QSPORTS.co.uk

3Q Invoice Number

3Q12359

Invoice Name & Address

Bryncae Fc
94 Penybont Road
Pencoed
Bridgend
Mid Glamorgan
CF35 5PT
United Kingdom

Delivery Address

Bryncae Fc
94 Penybont Road
Pencoed
Bridgend
Mid Glamorgan
CF35 5PT
United Kingdom

Order Info

FAO: Bryncae Fc
Invoice Date: 16/09/2022
Your Acc No: 300815
Your Order Ref:
Sales Rep: Ashton

Code	Description	Colour	Size	Qty	3Q Price (Inc)	VAT	Total (Inc)
BV6879-010	Nike Park 20 Polo	Black/White	L	10	16.07	20.00 %	160.70
EB	Embroidered Badge			30	3.20	20.00 %	96.00
ESS	Embroidered Logo - Small	Embroidered Logo Small	Small	30	4.50	20.00 %	135.00
BV6879-010	Nike Park 20 Polo	Black/White	S	2	16.07	20.00 %	32.14
BV6879-010	Nike Park 20 Polo	Black/White	M	10	16.07	20.00 %	160.70
BV6879-010	Nike Park 20 Polo	Black/White	XL	3	16.07	20.00 %	48.21
BV6879-010	Nike Park 20 Polo	Black/White	2XL	3	16.07	20.00 %	48.21
	Customer Sending In Items			2	0.00	0.00 %	0.00
Payments Received				Comments		Amount	Change
16/09/2022	Cheque	Payment for order 3Q12359				680.96	0.00

Total Paid: 680.96

Amount Outstanding: 0.00

Goods Net:	567.48
Delivery:	0.00
Order Net:	567.48
VAT:	113.48
Total:	680.96



Affiliated to the South Wales Football Association

Constitution

1. Name

The club name will be called Bryncae Football Club and will be affiliated to the South Wales Football Association.

2. Aims and Objectives

The Aims and objectives of the club will be:

To offer coaching and competitive opportunities in football

To promote the club within the local community and football

To manage the football club

To ensure a duty of care to all members of the club

To provide all its services in a way that is fair to everyone

3. Membership

To ensure all present and future members receive fair and equal treatment

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

Full member

Junior member

Life member

4. Membership fees

Membership fees will be set annually and agreed at the Annual General Meeting.

Fees will be paid: By weekly subscription

5. Officers of the club

The officers of the club will be:

Chair: *CEMG DAVIES.*

Vice Chair: *MARK DEES.*

Honorary Secretary: *Steve RICHARDS.*

Fixture Secretary: *MIKE DREECE*

Treasurer: *Steve RICHARDS.*

President: Roger Turner

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6. Committee

The club will be managed through the management committee consisting of:

Chair, Vice Chair, Honorary Secretary, Fixture Secretary and Treasurer.
Only these posts will have the right to vote at meetings of the Management Committee.

The management committee will be convened by the secretary of the club and held no less than quarterly.

The quorum required for business to be agreed at the Management Committee meetings will be: Three and must include within those three the Chair or Vice Chair.

The Management Committee will be responsible for adopting new policy, codes of practice and rules that effect the organisation of the club.

The Management Committee will have the powers to adopt subcommittees as necessary and appoint advisers to the Management committee as necessary to fulfil its business.

The management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action or suspension or discipline following such hearings.

7. Finance

All club money will be banked in an account held in the name of the club

The club treasurer will be responsible for the finances of the club

The financial year will end on 1st June each year

The treasurer at the annual general meeting will present an audited statement of annual accounts.

Any cheques drawn against the club funds should hold the signatures of the treasurer plus up to one other officer.

8. Annual General Meetings

Notice of Annual General Meetings (AGM) will be give by the club secretary. Not less than 7 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nomination for officers of the Management Committee will be sent to the secretary prior to the AGM.

Elections of officers are to take place at the AGM

The quorum for AGMs will be 25% of the membership.

The management committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. Discipline and Appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the clubs child protection policy and procedures. The welfare officer is the lead contact for all members in the vent of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the secretary.

The Management Committee will meet to hear the complaints within seven days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within ten days of the hearing.

There will be the right to appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within seven days of the secretary receiving the appeal.

10. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Ysgol Dolau Sports Department.

11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM

12. Declaration

Bryncae Football Club hereby adopts and accepts this constitution as a current operating guide to regulating the actions of members.

Signed:



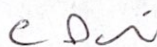
Date:

9/8/22.

Name: Steve Purness.

Position: Honorary Secretary

Signed:



Date:

9/8/22

Name: CRAIG DAVIES.

Position: Chair

Signed:



Date:

9.8.22.

Name: MARK REES.

Position: Vice Chair

Account Name
BRYNCAE FOOTBALL CLUB
BUSINESS ACCOUNT

Account No 7 5306 Sort Code 55-61-50 Page No 1 of 2



00020144/00039560/389 0012701-0001-0
MR STEVEN RICHARDS
BRYNCAE FOOTBALL CLUB
94 PENYBONT ROAD
PENCOED
BRIDGEND
CF35 5PT



Current Account

Summary	
Statement Date	05 JUN 2023
Period Covered	06 MAY 2023 to 05 JUN 2023
Previous Balance	£835.46
Paid In	£0.00
Withdrawn	£220.00
New Balance	£615.46
BIC	NWBKGB2L
IBAN	GB23NWBK55615073566306

Welcome to your new look NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at www.natwest.com
If you have changed your address or telephone number please let us know.

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
06 MAY 2023	BROUGHT FORWARD			835.46
16 MAY	Cheque 000272		220.00	615.46

Y PANT 3G
TRAINING.



100102014400010001

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Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

RETSTMT - V104 04/05

Bryncae Football Club Season 2022/2023



IN	Out
£933 Balance from 2020/2021	£660 Pant 3g Pitch Training
£1,395 Subs	£250 RCT Pitches
£34 Cards	£131 Balls match/training
£190 Fines (club and player)	£375 Referees
£500 Community Council	£425 Laundry
£360 Bryncae Arms Sponsorship	£270 Fines (club and player)
£300 Sam Webb Barbers	£187 Playing Kit
£200 Community Shop	£43 Coach Jackets/Wear
	£50 Trophies/Presentation
	£681 Club Polos
	£100 BDFL Fee 23/24 2nd team
	£39 SWFA Affiliation fee
	£16 First Aid
	£16 Away Food

Total In

£3,912 Total Out

£3,244

Balance

£668

Sh 13/6/23

Core

Account Name
BRYNCAE FOOTBALL CLUB
BUSINESS ACCOUNT

Account No 73566306 **Sort Code** 55-61-50 **Page No** 1 of 2



NatWest

00016533/00031791/389 0021787-0001-0

MR STEVEN RICHARDS
BRYNCAE FOOTBALL CLUB
94 PENYBONT ROAD
PENCOED
BRIDGEND
CF35 5PT



Current Account

Summary	
Statement Date	05 OCT 2023
Period Covered	06 SEP 2023 to 05 OCT 2023
Previous Balance	£952.72
Paid In	£0.00
Withdrawn	£462.40
New Balance	£490.32
BIC	NWBKGB2L
IBAN	GB23NWBK55615073566306

Welcome to your new look NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at www.natwest.com
If you have changed your address or telephone number please let us know.

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
06 SEP 2023	BROUGHT FORWARD			952.72
03 OCT	Cheque 000275		462.40	490.32

6/11/23 4375 BANKED.

Appendix 10

Recommendations of the CIL Committee held on 15th November 2023

RECOMMENDED

To defer the matter of considering costs for placing a legal charge on properties to a future meeting to allow further investigation to take place.

RECOMMENDED

To defer to a future meeting of the Committee, consideration of whether the lane from Bridgend Road to Parc View should in principle be further investigated for potential CIL spend. Members to approach RCTCBC informally to investigate options.

RECOMMENDED

That the final use and interior for the K6 telephone box be determined as a defibrillator housing with the associated internal and external fittings and configuration. This option being considered an appropriate use of the kiosk remaining relatively maintenance-free, would not require curating and would be in keeping with the signage that would be fitted in the vision panels. Total cost estimated at £5,200.

RECOMMENDED

To defer the matter of approving spend from CIL, and other arrangements associated with the Section 185 agreement to be made with Dwr Cymry/Welsh Water regarding the sewer diversion on the Memorial Garden to a future meeting, pending the receipt of information requested from Vale consultancies.

RECOMMENDED

To approve updated costs from CIL associated with the scoping design for the proposed Ewenny stream bridge and to authorise officers to spend up to

£5000 to produce the scoping design. Comprising £4250 quoted plus £750 contingency for any extra work (billable at £90/hour). To supersede resolution 2023/191 giving authorisation for up to £4,000 of spend.

RECOMMENDED

To approve a request from Llanharan OAP to purchase items listed in their written request under the umbrella of the grant made for the refurbishment of the hall and within the originally granted amount of £74,925 but excluding the request for white goods to the value of £1,587. The white goods to be subject to the normal general grant application process should any application be received.

RECOMMENDED

To remove project LCC22/BFC1 'Brynna FC Dugouts referb' from the Active Project list and CIL123 lists, the application having been withdrawn by the applicant.

RECOMMENDED

To amend the CIL 123 list and Active Project list to amend the forecast costs for LCC19/07 Memorial Garden/Garage from circa £85,000 to circa £120,000 given sewer diversion costs and the likelihood of price rises.

RECOMMENDED

To allocate funds and reintroduce project LCC22/04 'Improvements to equestrian access on Bridleway PSM40/4 Bethlem view to Brynna Woods' to the Active Project list and to proceed with the project and authorise officers to spend up to £1,000 of CIL funds.

Appendix 11

Proposed process for Co-option of candidates to vacant seat in the case where RCT inform the Council that an Election is NOT required.

Vacancy. (Llanharan Ward).

Proposed process

- The Clerk will issue a notice of Co-option to the public. To be posted in notice boards and on social media.
- Interested parties to be provided with an application form comprising the statutory qualification element and a discretionary question element. Candidates will be informed that if they wish to give a personal statement to the meeting they may, and will be informed that it is expected that they will attend this meeting and they will be expected to answer any questions regarding their application posed by members during the meeting.
- Deadline for applications to be submitted to the Clerk to be mid-day on Thursday 14th December 2023.
- Depending on the number of applications the Chair of the Council, in consultation with the Clerk, will decide whether to consider applications during the December full council meeting or to hold a separate extraordinary meeting of Council.
- Candidates will be invited to give a brief personal statement if they have elected to do so (2 minutes max).
- Councillors will have the opportunity to question candidates.
- A vote will take place to determine which candidate will be co-opted to fill the vacant seat.
- The vote will comprise a show of hands with the name of the person with the least number of votes being removed from the list and a new vote taken. The process will continue until there are 3 persons remaining. Any tie shall be settled by the Chair's casting vote.
- The declaration of office to be signed in the presence of the Clerk at a later date but before the next meeting of the Council.
- Following the vote, the Clerk will arrange with the successful candidate to complete the declaration of acceptance of office form, personal information sheet, register of interests form and any other relevant paperwork.

Should the candidate fail to sign their declaration of acceptance of office form by the time of the next meeting of Council (unless resolved otherwise) or by any other statutory date then the process will need to be repeated, excluding that candidate.

The successful candidate will be provided with the Council induction pack which comprises the following:

- The Good Councillors guide.
- The Schedule of the code of Conduct.
- The Ombudsman's guide to the code of conduct.
- Code of Conduct online training slides.
- A list of available training courses.
- The Council's standing orders.
- The Council's financial regulations.
- Relevant policies of Council.

Ongoing advice and training will be provided by the Officer's of the Council.



LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

Local Government (Wales) Measure 2011, Section 116

Llanharan Community Council currently has a vacancy for a Councillor which will be filled through the process of co-option. Co-opted Councillors have the same rights and responsibilities as those Councillors who obtained office through election. The position of a Community Councillor does not attract any remuneration.

Councillors are expected to attend the monthly meetings of the Council and also to serve on some Committees and / or working groups which normally meet on a two monthly cycle. The role is varied and enables local people to use their skills and experience to enhance the work undertaken by the Council for the benefit of the community.

Llanharan Community Council is also in receipt of significant funds as a result of local housing developments.

The Council wishes to invite interested people to submit their applications for the role of Councillor by way of completing the attached eligibility and application form.

The Council is committed to achieving a balanced composition of Councillors that reflects our community.

All members of the community are welcome to apply.

There is 1 vacancy available covering the ward of Llanharan although anyone eligible can represent any ward where there is a vacancy.

Closing date: Noon 14th December 2023

Applications will be considered at a subsequent council meeting

You may be required to attend a short interview at this meeting (via Zoom remote conferencing if preferred).

Please submit completed eligibility forms by writing to: Clerk@Llanharan-cc.gov.wales. If you have any questions about the Council or the role of a Community Councilor, please contact the Clerk via email, or call 01443 231 430.

Completed eligibility forms should be submitted to the Clerk prior to the deadline. Applications received after the deadline will not be considered.

ELIGIBILITY FORM

Name : (Mr/Mrs/Other).....

Address:.....

..... E-

mail address:.....

Telephone:

Mobile.....

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):

You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? YES / NO
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES / NO
3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the ward area of Llanharan Community Council? YES / NO
4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES / NO

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? YES / NO
2. Do you hold a politically restricted post? YES / NO
3. Have you ever been disqualified by a Court from holding Public Office? YES / NO
4. Have you ever been declared bankrupt? YES / NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? YES / NO
6. Have you ever been disqualified under the Representation of the People Act 1983? YES / NO

Signed Date

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

Describe the personal qualities that you would bring to the role of Councillor;

Why do you want to be a community Councillor?

The Council currently has 5 Committees and 9 task-based working groups. (See the attached summary, the Council’s website and / or contact the Clerk for further details). Please indicate which of the committees and / or working groups you would join if places were available.

Name of Committee/Group	Tick here
Human Resources Committee	
Audit (Finance) Committee	
Open Spaces, Rights of Way and Allotments Committee (ORA)	
Community Infrastructure Levy (CIL) Committee.	
Community Engagement Committee	
Trenos Crossing Working Group.	
Fireworks Working Group	
Bryncae Community Centre Community Asset Transfer (CAT) Working Group	
‘Brynna Woods Art’ Working Group	
Walking Leaflets Working Group	
Oakbrook Skatepark refurb and Potential Pump Track Working Group	
Jubilee Marsh Multi-User Route Working Group	
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	

Print name..... Sign..... Date.....

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a separate sheet if necessary).

Appendix 12

To consider the timings during the day that the festive lights are illuminated.

Background

This year RCTCBC have insisted that timers are fitted to all festive lights controllers.

The timers can be set to only one on/off cycle.

The current information provided to the National Grid is:

Period of operation – Festive lighting start & end dates

TBD but planned Start - 11th December 2023

Stop – 8th Jan 2024

Daily burn hours – operation hours, switched on & off times

On – 16.00hrs Off – 00.00hrs

8 hours daily.

Unless a Resolution is passed to dictate otherwise, these are the timings that will be set.

Appendix 13

To provide an update on works being carried out under LCC22/BW1 Decorative sculptures and art works at Brynna Woods.

Background

Council has resolved the following:

RESOLVED

2022/219e CIL funding for appropriate sculptures at Brynna Woods.

To approve a spend of up to £18,000 of CIL funds (and for the project to be added to the CIL 123 list and Active Project list) for the commissioning of decorative sculptures and art works for Brynna Woods.

RESOLVED

2022/219

To delegate authority for operational decision making and spend up to the value of the budget to the Clerk, working in consultation with a working group made up of the following Councillors: Chris Parker. Helen Donnan. Mark Steer. David Evans. Neil Feist.

Clerk's note: Members of the working group were emailed following the resolutions with the following:

Good afternoon all.

This email group constitutes the working group with responsibility for taking operational decisions within the £18k budget for the Brynna Woods art.

As discussed, all formal orders and instructions for work to Chris Woods need to come via the Clerk. As Clerk it is my job to ascertain the wishes of the working group (I take no part in the decision making process) and issue instructions accordingly.

Original Quotation Provided

£	Description
4,000	8 wooden animal sculptures,
800	Violet oil beetle.
700	Dragon swing from leaning ash tree.
4,000	Wooden pit pony bench seat
1,400	Outdoor classroom. Teacher's seat and benches.
700	1 x Miner's lamp
1,000	Fairy garden – 8 toadstool seats in a ring.
3,200	4 fairy castles.
700	Some sleeping fairies (on the curved tree).
16,500	Total Quotation

Current Spend

Invoice no	£	Description	Status
BSWP1	3,000	Brynna Woods sculpture project part1, 6 wooden animal sculptures, 2 dormice, 1 kingfisher, 1 Tawny owl and 2 bats, carved from cedar of Lebanon, delivered and fitted on site, 6X £500 =	Paid
BSWP2	800	Brynna Woods sculpture project part2, Violet oil beetle, carved from red oak, painted and fitted =	Paid
BSWP3	700	Brynna Woods sculpture project part3, One day on site carving, carving of dragon from leaning ash tree =	Paid
BSWP4	3,500	Brynna Woods sculpture project part 4, Design, sculpting, and fitting of a wooden pit pony bench seat =	Paid
BSWP5	4,700	Outdoor classroom. Teacher's seat and benches.	Paid
BSWP6	700	2 x Miner's lamps	Paid
	1,600	Post with Kite as per sketch provided	Ordered
	1,300	Post with Buzzard as per sketch provided	Ordered
Rolling total	16,300		
Funds resolved	18,000		
Remaining	1,700		







Not pictured here: 2 x Miners lamps. 2 x Door mice. 1 x Tawny Owl. 1 x bat.

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
23/0739/10

EichCyf/Your Ref:

Dyddiad/Date: 08/11/2023

Gofynnwch am/Please ask for: Amy Marshall
01443 281130

DATBLYGIAD Two storey extension and single storey rear
ARFAETHEDIG/PROPOSAL: extension.
LLEOLIAD/LOCATION : GELLI FEDI FARM, MYNYDD COEDBYCHAN
ROAD, BRYNNA, PONTYCLUN, CF72 9QT
CYF GRID/GRID REF: 299016, 183577

DEDDF CYNLLUNIO GWLAD A THREF
1990 / GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN RHEOLI
DATBLYGU) (CYMRU) 2012

TOWN AND COUNTRY PLANNING ACT
1990 / TOWN AND COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT
PROCEDURE) (WALES) ORDER 2012

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law
Cyngor Bwrdeistref Sirol Rhondda Cynon
Taf, mewn perthynas â'r cais uchod, wedi'u
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application
received by Rhondda Cynon Taf County
Borough Council, in respect of the above
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod
ar-lein, ewch i www.rctcbc.gov.uk/planning a
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above
application online at
www.rctcbc.gov.uk/planning

Os nad ydw i'n clywed gennych chi o fewn 21
diwrnod o ddyddiad y llythyr hwn, byddaf yn
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make
if I do not hear from you within 21 days of the
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey
Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
23/1285/10

EichCyf/Your Ref:

Dyddiad/Date: 16/11/2023

Gofynnwch am/Please ask for: Giles Howard
01443 281130

DATBLYGIAD	Proposed expansion comprising part three (offices)
ARFAETHEDIG/PROPOSAL:	and part two storey (medical equipment processing, assembling and manufacturing) building, new staff car park and landscaping works
LLEOLIAD/LOCATION :	ORTHO CLINICAL DIAGNOSTICS, FELINDRE MEADOWS, LLANHARAN, PENCOED, BRIDGEND, CF35 5PZ

CYF GRID/GRID REF: 297270, 180702

<p>DEDDF CYNLLUNIO GWLAD A THREF 1990 / GORCHYMYN CYNLLUNIO GWLAD A THREF (GWEITHDREFN RHEOLI DATBLYGU) (CYMRU) 2012</p>	<p>TOWN AND COUNTRY PLANNING ACT 1990 / TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (WALES) ORDER 2012</p>
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Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law Cyngor Bwrdeistref Sirol Rhondda Cynon Taf, mewn perthynas â'r cais uchod, wedi'u hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application received by Rhondda Cynon Taf County Borough Council, in respect of the above proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod ar-lein, ewch i www.rctcbc.gov.uk/planning a chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above application online at www.rctcbc.gov.uk/planning

Os nad ydw i'n clywed gennych chi o fewn 21 diwrnod o ddyddiad y llythyr hwn, byddaf yn tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make if I do not hear from you within 21 days of the date of this letter.

Yr eiddoch yn gywir / Yours faithfully,

J. Baker

Jim Bailey
Pennaeth Cynllunio / Head of Planning

Appendix 15

To consider a motion to direct the Officers, HR committee and Audit Committee to investigate the feasibility and details of employing a part time project officer for the financial year 2024/25 and beyond

Background

The Council currently employs 2 x Officers:

- The Clerk: 24 hours per week.
- The Deputy clerk/RFO: 30 hours per week.

The Council is invited to consider whether in principle it wishes to investigate the feasibility and details of employing an officer to manage the Council's projects, including CIL projects and the associated administration and management around them. From the start of the financial year 2024/25.

The Council had previously employed a Project Officer on a 17.5 hours per a week basis.

Should the Council wish to investigate this option then the matter to be referred to the HR Committee and Audit Committee to consider the feasibility and details for future presentation to Council for consideration.

Motion: (Cllr David Evans).

To consider directing the HR Committee and Audit Committee, in conjunction with the Clerk to examine the feasibility and details of employing a Project Officer.

Appendix 16

To discuss potential venues and other arrangements for future Council meetings.

Background

In previous years, prior to the introduction of hybrid meetings, the Council would meet at various locations, sometimes on a rota basis.

One of the benefits of this approach was to make it more convenient for members of the public from all areas to attend Council meetings in person if they wished to do so.

During the COVID 19 pandemic all meetings were held online.

Since July 2022 meetings have been held on a hybrid basis (in person and online) at Llanharan OAP hall and IT equipment has been purchased to facilitate this.

Note: The law in Wales prohibits the holding of only face to face meetings and members of the public must be offered the facility to join remotely (online, telephone etc..).

Recently whilst the Llanharan OAP hall has undergone renovations the venue has been switched to Llanharan Miner's Welfare Hall.

Considerations of alternating the physical venue

- Whether there is the demand from the public for the physical location to alternate given that members of the public can now attend online.
- The suitability of potential venues in terms of IT facilities (including provision of a large screen).
- The suitability of potential venues in terms of those attending in person, including acoustics, physical size and the ability to seat any members of the public separately.
- The availability or potential availability of potential locations for a sporadic hire.(eg Ynysmaerdy Community Centre is currently block booked on a Thursday in term time for a regular class. Llanharan OAP Hall is currently kept available the third Thursday of each month for Council meetings).
- The physical distance apart of potential venues (eg Is there value in alternating between two venues in close proximity to each other).

The Council's standing orders state:

10.1. Date, Time and location of a meeting: - The Council shall, each year, hold eleven meetings for the transaction of its business. These meetings will be held on the 3rd Thursday of every calendar month (excluding the month of August) at 7pm at a location that the Proper Officer in conjunction with the Chair deems appropriate to hold such a meeting and that during the course of the year at least one meeting shall be held within each ward of the Council and the Ynysmaerdy Community Centre.

Options

The Clerk is currently drafting a revised version of the standing orders for consideration of Council and seeks guidance on the wishes of members with regards to this issue. (Note: This particular agenda item does not allow a formal resolution but rather seeks a consensus from Council from an informal vote or otherwise).

- Option 1 – To hold all hybrid Full Council meetings at Llanharan OAP hall where possible. (Status Quo option).
- Option 2 – For the Clerk to investigate the feasibility of holding hybrid meetings at other locations and to present a paper to a future meeting of the Council.
- Some other option not listed here;